



A **TATA** Enterprise

# **Agratas Sourcing Supplier Guide**

## **Contents**

1. Process Overview .....	3
2. Supplier Participation Step by Step Process .....	3
2.1 Supplier Log In .....	3
2.2 General Supplier Information .....	8
2.3 Select Lots/Line Items .....	13
2.4 Entering and Submitting Response .....	14
3. Revise Response.....	17
4. New Round of RFP (Second Round) .....	18
5. Compose Message .....	20
6. Frequently Asked Questions (FAQs) .....	21

## 1. Process Overview

- Suppliers will receive an email invitation for sourcing events.
- If the supplier already has an SAP Ariba account, they can log in using existing credentials; otherwise, they must click “Create New Account” to register.
- After logging in, suppliers can access the sourcing event from the Open Events section on the Ariba dashboard.
- To begin, click “Review Prerequisite.”
- If the buyer has included documents such as an NDA or Code of Conduct, suppliers must provide the required input, attach relevant documents, and submit for buyer approval before proceedings.
- If no prerequisite documents are included, suppliers can proceed by agreeing to the Bidding Agreement.
- Select the applicable lots or line items and confirm participation. Fill in the necessary details and enter the proposed pricing and click “Submit Response” to finalize participation.
- After submission, responses will be reviewed by the buyer and relevant team members in the Agratas organization.

## 2. Supplier Participation Step by Step Process

### 2.1 Supplier Log In

- Suppliers will receive an email invitation to participate in the sourcing event.
- The email will contain a secure link that provides direct access to the event; suppliers must click on the link to proceed.
- Details such as the event name and time duration will be clearly displayed within the email for reference.

Agratas Energy Storage Solutions has invited you to participate in an event: RFP or RFQ - India (With Envelope).

Welcome, Sandra Krishnan.

Agratas Energy Storage Solutions has registered you on their Ariba Spend Management site and invited you to participate in the following event: RFP or RFQ - India (With Envelope). The event starts on Tuesday, December 16, 2025 at 8:46 PM, Pacific Standard Time and ends on Thursday, January 15, 2026 at 8:46 PM, Pacific Standard Time.

[Click Here](#) to access this event. You must register on the Ariba Commerce Cloud or log in using your existing Ariba Commerce Cloud account username and password before you can access this event.

NOTE: This link is only valid for 30 days. Make sure to register on the Ariba Commerce Cloud before the link expires. After you register on the Ariba Commerce Cloud, you can no longer use this link.

If you have questions about this event, contact Vipulbhai Rambhai Vala via telephone at or via e-mail at [Vipul.Vala@agratas.com](mailto:Vipul.Vala@agratas.com).

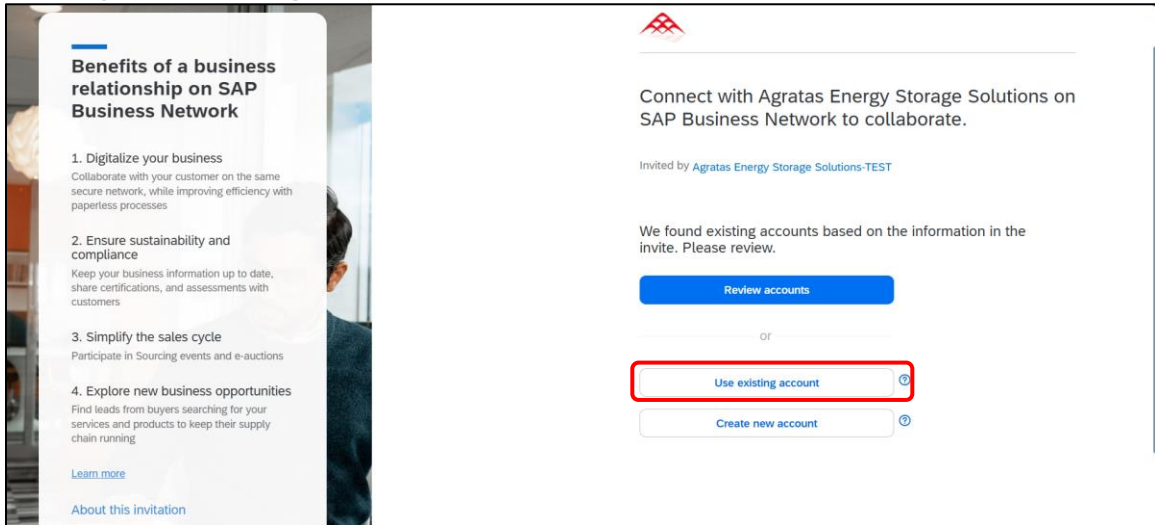
If you do not want to respond to this event, [Click Here](#). You must register on the Ariba Commerce Cloud or log in using your existing Ariba Commerce Cloud account username and password before you can indicate that you do not want to respond to this event.

We look forward to working with you!

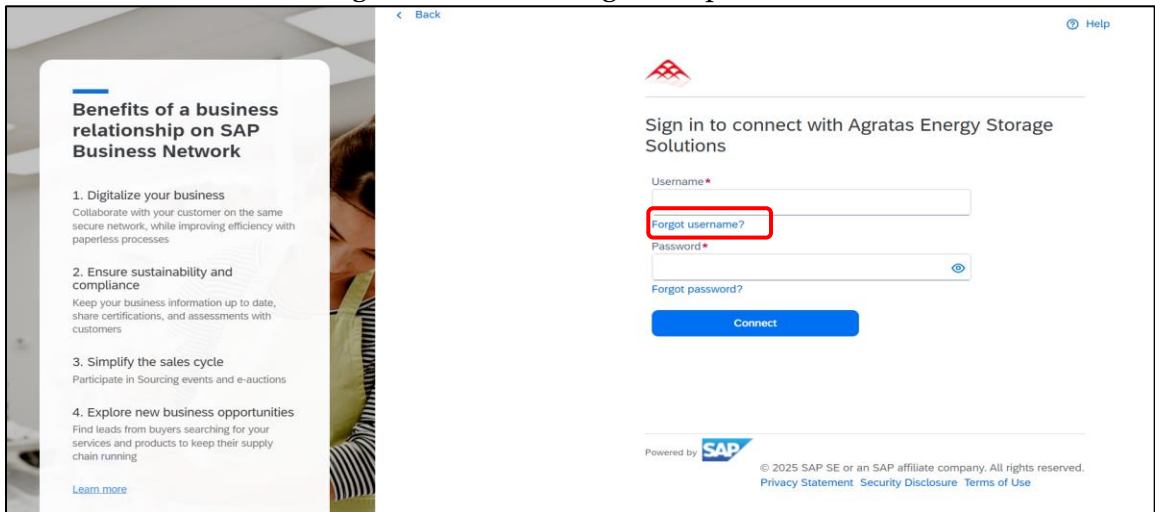
Thank You,

Agratas Energy Storage Solutions

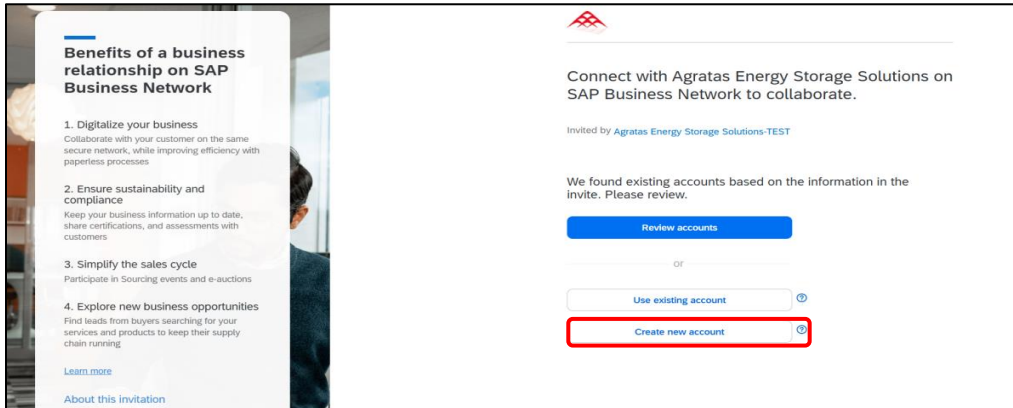
- An existing supplier needs to log in and provide supplier login credentials from here by selecting **“Use existing account”**.



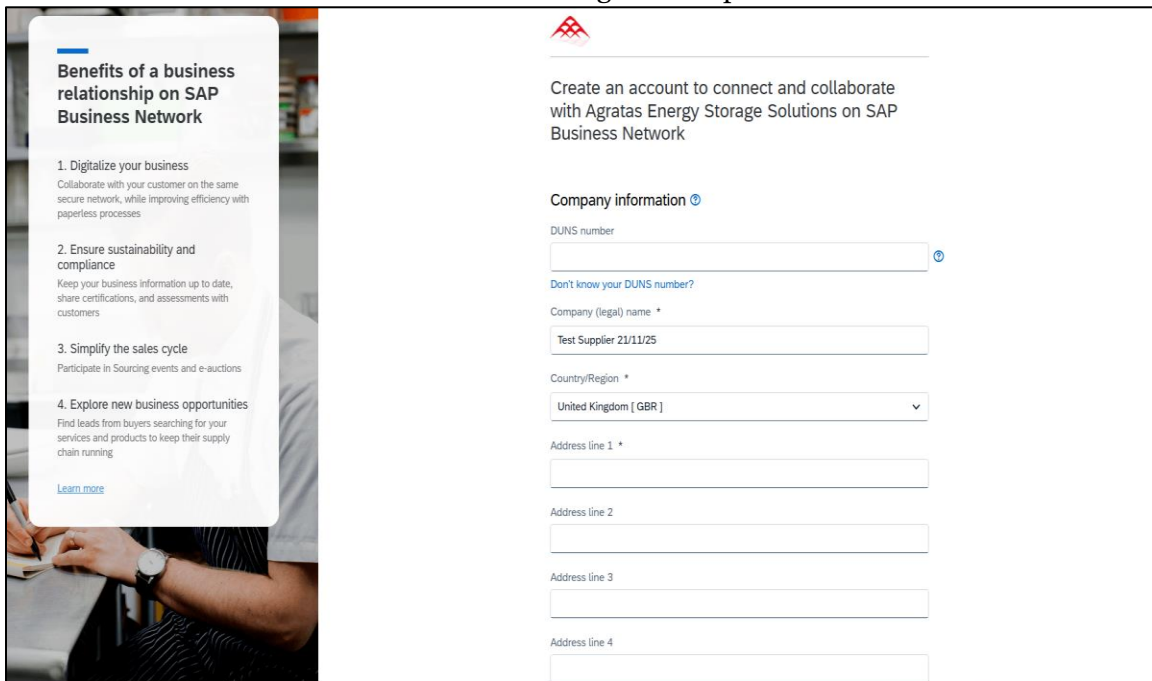
- If a supplier with an existing Ariba Network account forgets their username, they should go to **“https://supplier.ariba.com”**, click on the **“Forgot Username”** link below the login fields, enter the registered email address associated with their account, and then check their inbox for an email containing the username along with a password reset link if needed.



- New supplier can sign up to fill in basic details to register in Ariba. Click on “Create new account”.



- To create an account, complete all required fields including your company name, address, username, and password. Review and accept the terms and conditions by selecting the appropriate checkbox, then verify your identity by checking the "I am not a robot" box. Finally, click the Create Account button to finalize the registration process.



State \*  
Choose a state

Postal code \*

**Administrator account information**

First name \*  
Test

Last name \*  
Supplier

Email \*  
sandra.krishnan@agratas.com

Use my email as my username

Password \*  
Repeat password \*

I have read and agree with the [Terms of Use](#).

I hereby agree that SAP Business Network will make parts of my Personal Data (as defined in the [Privacy Statement](#)) accessible to other users and the public based on my role within the SAP Business Network and the applicable profile visibility settings.

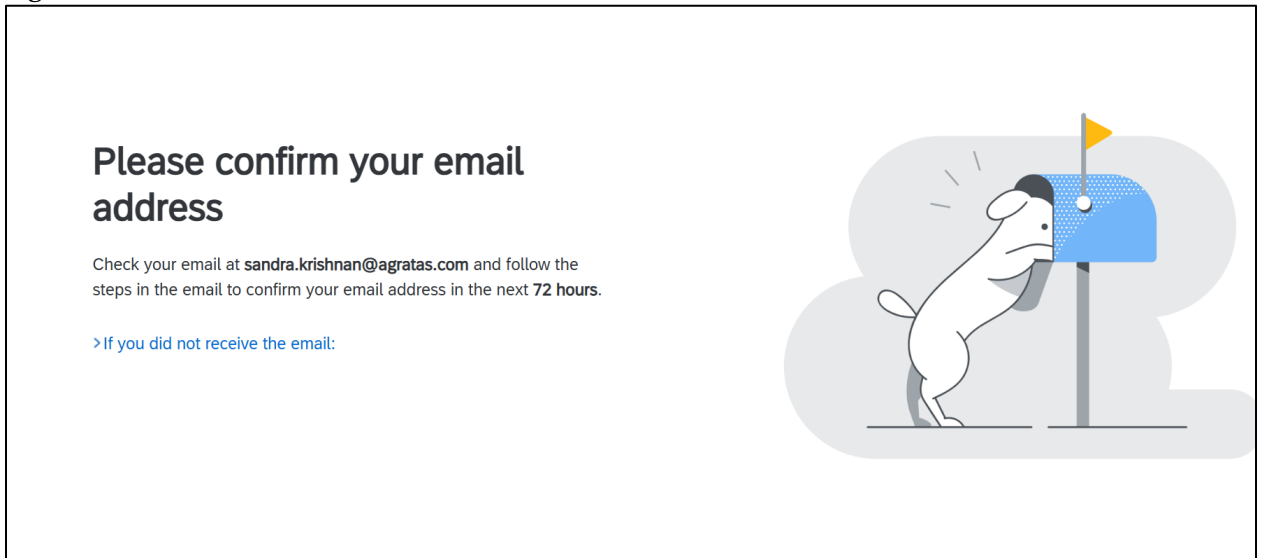
Please see the [Privacy Statement](#) to learn how we process personal data.

I'm not a robot

reCAPTCHA  
Privacy - Terms

**Create account**

- Once the details are submitted and confirmed, a confirmation email will be sent to the registered email ID.



- Please click on the confirmation link provided in the email. Kindly note that the link is time-sensitive and must be accessed promptly before it expires. If the confirmation link has already expired, open the same email and select the Resend option. The system will then generate a new confirmation link and send it to your registered email address.

Action Required: Confirm your email General

---

**SAP Business Network**

---

## Confirm your email

Hello,

Thank you for joining SAP Business Network. To finish signing up, you just need to confirm that we have the correct email.

[Confirm email](#)

Link expires: Monday, Nov 24, 2025, 04:56 AM PST

If the link expired, login to [proposals.seller.ariba.com](https://proposals.seller.ariba.com) and click "Resend". You will then receive another confirmation email.

If you are unable to access the page, copy the link below and paste it into your web browser:  
<https://service.ariba.com/Authenticator.aw/ad/confirmEmail?key=Wm5tdYZZIBzxn8AN9hwsQqxRXCLzwfs8&anp=Ariba&app=Sourcing>

Sincerely,  
SAP Business Network team

- In this window, you may either select the commodity relevant to the supplier, choose the appropriate region, and then click Submit to complete the process. Alternatively, you can choose “Remind me later” or “Don’t show this to me again” to defer or dismiss the prompt.

## Almost done! We just need a little bit more information.

Please provide the information below and you will be discovered by more customers looking for companies like yours.

Product and Service Categories

[Add](#) -or- [Browse](#)

Ship-to or Service Locations

[Add](#) -or- [Browse](#)

[Submit](#) [Remind me later](#) [Don't show this to me again](#)

- Once suppliers log in to their Ariba account, they will be directed to the Ariba Proposals and Questionnaires dashboard.
- Within the Open Events section of the dashboard, suppliers can view the sourcing event along with the corresponding end time.

- It is important to note that fields marked with a red asterisk (\*) are mandatory and must be filled in before the event can be submitted.

## 2.2 General Supplier Information

- Once the event is open, suppliers will be able to view the Event Overview.
- At the top of the page, four tabs are available for suppliers to take necessary actions.
- To review event details, suppliers can click “Download Content” to access event attachments or select “Print Event Information.”
- If suppliers choose not to participate, they can click “Decline to Respond.”
- To begin participation in the event, suppliers must click “**Review Prerequisite.**”

## Scenario 1: NDA and Supplier Code of Conduct Required

- Suppliers must first access the Bidding Agreement using the hyperlink provided.

< Go back to Agratas Energy Storage Solutions Dashboard Desktop File Sync

Prerequisites Doc2821316371 - RFP or RFQ - India (With Envelope)

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Select Lots/Line Items
4. Submit Response

To continue with this event, complete the prerequisites below. Some of the prerequisites might be access gate questions that you must answer before you can see the event information. Other prerequisites might serve as a participation gate that restricts you from submitting your response unless you have responded to them. In some cases, your responses to the prerequisites require buyer review before you can continue with the event or submit a response. You must accept the modified envelope bidding event agreement to continue.

Would you like to accept the Bidder Agreement? [View Bidder Agreement](#)

I accept the terms of this agreement.

I do not accept the terms of this agreement.

Modified Envelope Bidding Event Agreement

The buyer has configured this event to allow rejected envelopes to be retrieved and opened while the event remains in Pending Selection status. I accept the terms of this agreement. \*

Prerequisites

- After carefully reviewing the agreement, suppliers should click “I accept the terms of this agreement.”

Done

In consideration of the opportunity to participate in on-line events (On-Line Events) held and conducted by the company sponsoring this On-Line Event ("Sponsor") on the web site (this "Site") hosted by Ariba, Inc. ("Site Owner"), your company ("Participant" or "You") agrees to the following terms and conditions ("Bidder Agreement"):

1. **Bids.** If You are invited to participate in the On-Line Event, Sponsor reserves the right to amend, modify or withdraw this On-Line Event. Sponsor reserves the right to accept or reject all or part of your proposal. Submission of a bid does not create a contract or any expectation by Participant of a future business relationship. Rather, by submitting a bid, you are making a firm offer which Sponsor may accept to form a contract, subject to section 2 below. Sponsor is not liable for any costs incurred by Participant in the preparation, presentation, or any other aspect of Participant's bid.
2. **Price Quotes.** Except to the extent Sponsor allows a non-binding bid, all Bids which Participant submits through the On-Line Events are legally valid quotations without qualification, except for data entry errors.
3. **Procedures and Rules.** Participant further agrees to be bound by the procedures and rules established by the Site and Sponsor.
4. **Confidentiality.** Participant shall keep all user names and passwords, the On-Line Event content, other confidential materials provided by the Site and/or Sponsor, and all bids provided by You or another participating organization in confidence and shall not disclose the foregoing to any third party.
5. **Bids through Site only.** Participant agrees to submit bids only through the on-line bidding mechanism supplied by the Site and not to submit bids via any other mechanism including, but not limited to, post, courier, fax, E-mail, or orally unless specifically requested by Sponsor.
6. **Ethical Conduct.** All parties will prohibit unethical behavior and are expected to notify the Site Owner by contacting the appropriate project team if they witness practices that are counter-productive to the fair operation of the On-Line Event. If Participant experiences any difficulties during a live On-Line Event, Participant must notify Site Owner immediately.
7. **Export Control.** All parties who use this Site hosted by Ariba, Inc. agree to comply with all applicable export control and sanctions laws, including the laws of the US, EU and Germany.
8. **Survival.** The terms and conditions of this Bidder Agreement shall survive completion of the On-Line Event.

\*\*\*\*  
BA v1.1 19Aug05

< Go back to Agratas Energy Storage Solutions Dashboard Desktop File Sync

Prerequisites Doc2821316371 - RFP or RFQ - India (With Envelope)

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Select Lots/Line Items
4. Submit Response

To continue with this event, complete the prerequisites below. Some of the prerequisites might be access gate questions that you must answer before you can see the event information. Other prerequisites might serve as a participation gate that restricts you from submitting your response unless you have responded to them. In some cases, your responses to the prerequisites require buyer review before you can continue with the event or submit a response. You must accept the modified envelope bidding event agreement to continue.

Would you like to accept the Bidder Agreement? [View Bidder Agreement](#)

I accept the terms of this agreement.

I do not accept the terms of this agreement.

Modified Envelope Bidding Event Agreement

The buyer has configured this event to allow rejected envelopes to be retrieved and opened while the event remains in Pending Selection status. I accept the terms of this agreement. \*

Prerequisites

- Suppliers must also allow for the Modified Envelope Bidding Agreement as required.

- In the Prerequisite section, suppliers can download the reference NDA document from the hyperlink provided, complete the necessary actions, and upload the signed document back to the system.

To upload the file, suppliers can click on “Attach a file”, then click on “Choose a file” and then browse for the required file and then click on “OK”

- Suppliers must then download the Supplier Code of Conduct from the reference link, review and accept it.
- Suppliers can click “OK”.

To continue with this event, complete the prerequisites below. Some of the prerequisites might be access gate questions that you must answer before you can see the event information. Other prerequisites might serve as a participation gate that restricts you from submitting your response unless you have responded to them. In some cases, your responses to the prerequisites require buyer review before you can continue with the event or submit a response. You must accept the modified envelope bidding event agreement to continue.

Would you like to accept the Bidder Agreement? [View Bidder Agreement](#)

I accept the terms of this agreement.

I do not accept the terms of this agreement.

**Modified Envelope Bidding Event Agreement**

The buyer has configured this event to allow rejected envelopes to be retrieved and opened while the event remains in Pending Selection status. I accept the terms of this agreement. \*

**Prerequisites**

Name	Details	Actions
3.0 NDA Details	3.2 If NDA is not already signed, Kindly download the attached NDA file and upload signed copy of the same NDA. If NDA is already signed, Kindly upload the signed copy of the NDA. <a href="#">References</a>	<a href="#">Form 1.pdf</a> Update file Delete file
4.0 Supplier Code of Conduct	4.1 Please find the attached supplier code of conduct. Please accept the same to continue. <a href="#">References</a>	* Yes

(\*) indicates a required field

**OK** Cancel

Ariba Sourcing

Go back to Agratas Energy Storage Solutions Dashboard Desktop File Sync

Prerequisites Doc2821316371 - RFP or RFQ - India (With Envelope)

To continue with this event, complete the prerequisites below. Some of the prerequisites might be access gate questions that you must answer before you can see the event information. Other prerequisites might serve as a participation gate that restricts you from submitting your response unless you have responded to them. In some cases, your responses to the prerequisites require buyer review before you can continue with the event or submit a response. You must accept the modified envelope bidding event agreement to continue.

Would you like to accept the Bidder Agreement? [View B](#)

I accept the terms of this agreement.

I do not accept the terms of this agreement.

**Modified Envelope Bidding Event Agree**

The buyer has configured this event to allow rejected envelopes to be retrieved and opened while the event remains in Pending Selection status. I accept the terms of this agreement. \*

**Prerequisites**

Name	Details	Actions
3.0 NDA Details	3.2 If NDA is not already signed, Kindly download the attached NDA file and upload signed copy of the same NDA. If NDA is already signed, Kindly upload the signed copy of the NDA. <a href="#">References</a>	<a href="#">Form 1.pdf</a> Update file Delete file

**Submit this response?**  
Click OK to submit.

**OK** Cancel

- Once these steps are completed, Suppliers must wait for buyer approval before proceeding further in the sourcing event.

## Scenario 2: No NDA/Code of Conduct Required

- If no NDA or Supplier Code of Conduct is required, suppliers can proceed directly after clicking “Review Prerequisite.”

Event Details Doc2821316371 - RFP or RFQ - India (With Envelope) Round: 1 Time remaining 29 days 20:22:16

Event Messages  
Download Tutorials  
Response Team

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Select Lots/Line Items
4. Submit Response

▼ Event Contents  
All Content

Review and respond to the prerequisites. Prerequisite questions must be answered before you can view event content or participate in the event. Some prerequisites may require the owner of the event to review and accept your responses before you can continue with the event. If you decline the terms of the prerequisites, you cannot view the event content or participate in this event.

Download Content **Review Prerequisites** Decline to Respond Print Event Information

All Content

Name 1

No items

Event Overview and Timing Rules

Owner: Vipulbhai Rambhai Vala Currency: Indian Rupee  
Event Type: RFP Commodity: Procurement & Materials planning & logistics and supply chain software 43231510, Monica Dining Chair\_Pink 561020100008  
Regions: IND India  
Publish time: 12/17/2025 10:16 AM

- Suppliers will be taken to the Bidding Agreement page. After carefully reviewing the agreement, suppliers must click “I accept the terms of this agreement.”
- Suppliers must also allow for the Modified Envelope Bidding Agreement as required and the click “OK”.

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

In consideration of the opportunity to participate in on-line events ("On-Line Events") held and conducted by the company sponsoring this On-Line Event ("Sponsor") on the web site (this "Site") hosted by Ariba, Inc. ("Site Owner"), your company ("Participant" or "You") agrees to the following terms and conditions ("Bidder Agreement"):

1. **Bids.** If you are invited to participate in the On-Line Event, Sponsor reserves the right to amend, modify or withdraw this On-Line Event. Sponsor reserves the right to accept or reject all or part of your proposal. Submission of a bid does not create a contract or any expectation by Participant of a future business relationship. Rather, by submitting a bid, you are making a firm offer which Sponsor may accept to form a contract, subject to section 2 below. Sponsor is not liable for any costs incurred by Participant in the preparation, presentation, or any other aspect of Participant's bid.
2. **Price Quotes.** Except to the extent Sponsor allows a non-binding bid, all Bids which Participant submits through the On-Line Events are legally valid quotations without qualification, except for data entry errors.
3. **Procedures and Rules.** Participant further agrees to be bound by the procedures and rules established by the Site and Sponsor.
4. **Confidentiality.** Participant shall keep all user names and passwords, the On-Line Event content, other confidential materials provided by the Site and/or Sponsor, and all bids provided by You or another participating organization in confidence and shall not disclose the foregoing to any third party.
5. **Bids through Site only.** Participant agrees to submit bids only through the on-line bidding mechanism supplied by the Site and not to submit bids via any other mechanism including, but not limited to, post, courier, fax, E-mail, or orally unless specifically requested by Sponsor.
6. **Ethical Conduct.** All parties will prohibit unethical behavior and are expected to notify the Site Owner by contacting the appropriate project team if they witness practices that are counter-productive to the fair operation of the On-Line Event. If Participant experiences any difficulties during a live On-Line Event, Participant must notify Site Owner immediately.
7. **Export Control.** All parties who use this Site hosted by Ariba, Inc. agree to comply with all applicable export control and sanctions laws, including the laws of the US, EU and Germany.
8. **Survival.** The terms and conditions of this Bidder Agreement shall survive completion of the On-Line Event.

....  
BA v1.1 19Aug05

I accept the terms of this agreement.  
 I do not accept the terms of this agreement.

Modified Envelope Bidding Event Agreement

The buyer has configured this event to allow rejected envelopes to be retrieved and opened while the event remains in Pending Selection status. I accept the terms of this agreement

**OK** Cancel

- Once accepted, suppliers can continue with the sourcing event process.

## 2.3 Select Lots/Line Items

- Suppliers must click on **“Select Lots.”**

Ariba Sourcing

Go back to Agratas Energy Storage Solutions Dashboard Desktop File Sync

Event Details Doc2821316371 - RFP or RFQ - India (With Envelope) Round: 1 Time remaining 29 days 21:06:01

Download Content Review Prerequisites **Select Lots** Print Event Information

NDA Details (Section 1 of 5) Next

3.0 NDA Details

3.2 If NDA is not already signed, Kindly download the attached NDA file and upload signed copy of the same NDA. If NDA is already signed, Kindly upload the signed copy of the NDA. [References](#) [Form 1.pdf](#)

Next Section: Supplier Code of Con...

Event Overview and Timing Rules

Owner: Vpudbhai Rambhai Vala Currency: Indian Rupee

Event Type: RFP Commodity: Procurement & Materials planning & logistics and supply chain software 43231510, Monica Dining Chair\_Pink 561020100008

Regions: IND India

Publish time: 12/17/2025 10:16 AM

Due date: 1/16/2026 10:16 AM

Bidding Rules

Allow Pricing Conditions: No

Currency Rules

- Suppliers must select the bidding currency.
- Review the available lots or line items listed in the event.
- Choose the applicable lots or line items for participation.
- Click **“Confirm Selected Lots/Line Items”** to finalize the selection.

Ariba Sourcing

Go back to Agratas Energy Storage Solutions Dashboard Desktop File Sync

Select Lots Doc2821316371 - RFP or RFQ - India (With Envelope) Cancel

Select the bidding currency at event level. You place bids using the bidding currency. This is the default currency assigned to all lots below. [More](#)

Event Bidding Currency

Select event bidding currency: Indian Rupee

Use a different currency for different lots

Select Lots/Line Items Select Using Excel

Lots Available for Bidding

<input checked="" type="checkbox"/>	Name
<input checked="" type="checkbox"/>	7.1 Service created by adding item - Procurement & Materials planning & logistics & supply chain software
<input checked="" type="checkbox"/>	7.2 Monica Dining Chair_Pink

Monica Dining Chair\_Pink

**Confirm Selected Lots/Line Items**

## 2.4 Entering and Submitting Response

- Begin by reviewing the details provided in the event and enter the response **“Read and Understood.”**

The screenshot displays the Agradas Sourcing dashboard for a bid response. The top navigation bar shows the document ID 'Doc2821316371 - RFP or RFQ - India (With Envelope)' and 'Round: 1'. A timer indicates 'Time remaining 29 days 21:04:13'. A message states 'Your response to the prerequisites has been submitted.'

The main content area is titled 'All Content' and contains a table with the following items:

Name	Price	Quantity	Total Basic Cost	Final Cost
3.0 NDA Details				
3.2 If NDA is not already signed, Kindly download the attached NDA file and upload signed copy of the same NDA. If NDA is already signed, Kindly upload the signed copy of the NDA.				Form 1.pdf
4.0 Supplier Code of Conduct				
4.1 Please find the attached supplier code of conduct. Please accept the same to continue.			Yes	
5.0 Agradas Energy Storage Solutions Private Limited	Less...			
Agradas Energy Storage Solutions Private Limited				
5.1 Agradas Energy Storage Solutions Private Limited Army & Navy Building, 148 MG Road, Opposite Kala Ghoda, Fort Mumbai, Maharashtra 400001	Less...			
Agradas Energy Storage Solutions Private Limited Army & Navy Building, 148 MG Road, Opposite Kala Ghoda, Fort Mumbai, Maharashtra 400001				
5.2 Disclaimer	Less...			
The information contained in this Request for Proposal (RFP) document or subsequently provided to Bidder(s), whether verbally or in documentary or in any other form by or on behalf of Agradas or any of its employees or advisors, is provided to Bidder(s) on the terms and conditions set out in this RFP and such other terms and conditions subject to which such				

The second screenshot shows a detailed view of the 'All Content' section. It includes a checklist on the left and a table of items. Item 5.8.1 is highlighted with a red box, showing the input field 'Read & Understood'.

Name	Price	Quantity	Total Basic Cost	Final Cost
5.4 Instructions to Bidders	Less...			
5.5 Code of Integrity	Less...			
5.6 Language	Less...			
5.7 Rejection & Acceptance	Less...			
5.8 Policies and Guidelines				
5.8.1 Please go through the attached Policy & Guidelines , please provide your response as "Read & Understood" in answer section				* Read & Understood

- In the **Technical Details** section, suppliers must provide the required inputs and attach any relevant technical documents.

▼ Checklist		All Content				
		Name ↑	Price	Quantity	Total Basic Cost	Final Cost
1. Review Event Details		▼ 6.0 Technical Details <a href="#">Less...</a>				
2. Review and Accept Prerequisites		ENVELOPE-1				
3. Select Lots/Line Items		▼ 6.1 Technical Bid Evaluation <a href="#">Less...</a>				
4. Submit Response		<p>Technical Evaluation will carry out a detailed evaluation of the Technical Bids received by it in order to determine whether they are substantially responsive to the requirements set forth in the RFP document. In order to reach such a determination, Technical Evaluation Committee will examine the information supplied by the Bidders and shall evaluate the same as per the evaluation criteria specified in this RFP.</p> <p>TEC while evaluating the Technical Bids shall have no access to the Financial Bids until the technical evaluation is concluded and the competent authority accepts the recommendation. The TEC shall evaluate Technical Bids on the basis of their responsiveness to the Terms of Reference and by applying the evaluation criteria specified in the document. Only responsive bids shall be further taken up for evaluation. Evaluation of the technical bid will be done and at this stage the financial bid will remain unopened. The TEC may require verbal/written clarifications from the bidders to clarify ambiguities and uncertainties arising out of the evaluation of the bid documents. The Technical Bids will be evaluated on the basis of Technical criteria mentioned below.</p>				
▼ Event Contents		▼ 6.2 Purpose of RFP <a href="#">Less...</a>				
		The intent of this RFP is to invite proposals from the prospective Bidder for "Supply of XXXXXXX". Bidders are requested to refer to the complete Material Data sheet as given in subsequent section for important information related to this RFP.				
		▼ 6.3 Pre-Bid Meeting & Clarifications				
		6.3.1 The Bidders may seek clarification or suggest amendments to RFP project document in writing, through email for this RFP. Buyer shall not be responsible for ensuring that the Bidders' queries have been received by them. Any requests for clarifications post the indicated date and time may not be entertained.				
		▼ 6.4 Plant Location				
		6.4.1 Please specify Plant Location <input type="text"/>				
		▼ 6.5 Packing Conditions				
		6.5.1 Any damage to material at the time of <input type="text"/>				

▼ Checklist		All Content				
		Name ↑	Price	Quantity	Total Basic Cost	Final Cost
1. Review Event Details		subject to the deductions of tax at source under Income Tax Act, GST and other taxes, and deductions as provided for under any law, rule or regulation. All costs, damages or incidental expenses which Purchaser may have paid or incurred, for which under the provisions of the Contract, the Supplier is liable, the same shall be deducted by Purchaser from any dues to the Supplier. All payments to the Supplier shall be made after making necessary deductions as per terms of the Contract, Liquidated damages, penalties arising due to breach of SLAs and recoveries towards facilities, if any, provided by the Purchaser to the Supplier on chargeable basis.				
2. Review and Accept Prerequisites		▼ 6.13 Confidentiality				
3. Select Lots/Line Items		6.13.1 The Contractor shall use the Confidential Information of the Owner only in furtherance of this Contract and shall not transfer or otherwise disclose the confidential information to any third party. The Contractor shall (i) give access to such Confidential Information solely to those employees with a need to have access thereto, and (ii) take the same security precautions to protect against disclosure or unauthorized use of such Confidential Information that the party takes with its own confidential information but, in no event, shall a party apply less than a reasonable standard of care to prevent such disclosure or unauthorized use.				
4. Submit Response		▼ 6.14 Technical Documents				
▼ Event Contents		6.14.1 Please attach all Technical Proposal including catalogue, drawings and other details here <a href="#">Attach a file</a>				
		All Content				
		3 NDA Details				
		4 Supplier Code of Con...				
		5 Agratas Energy Stora...				
		6 Technical Details				
		7 Commercial Details				

- In the **Commercial Details** section, suppliers should enter item-related information and provide the proposed pricing.

▼ Checklist		All Content				
		Name ↑	Price	Quantity	Total Basic Cost	Final Cost
1. Review Event Details		▼ 7.0 Commercial Details				
2. Review and Accept Prerequisites		7.1 Service created by adding Item - Procurement & Materials planning & logistics & supply chain software <a href="#">Less...</a>				
3. Select Lots/Line Items		<p>Price: <input type="text"/> INR</p> <p>Quantity: 1 Each</p> <p>Plant: AA01 Agratas - Bengaluru - Corp Off</p> <p>GST % On Net Price: <input type="text"/></p> <p>Calculated GST in Amount: <input type="text"/></p> <p>Total Freight in Amount: <input type="text"/> INR</p> <p>Total Packing and Forwarding Charges in Amount: <input type="text"/> INR</p> <p>GST % for Freight and P &amp; F charges: <input type="text"/></p> <p>Calculated GST in amount for Freight and P &amp; F charges: 0.00 INR</p> <p>Discount % on Net Price: <input type="text"/></p> <p>Delivery Period in Days: <input type="text"/></p> <p>Total GST Amount: <input type="text"/></p> <p>Inland Freight Cost: <input type="text"/> INR</p> <p>If required, attach a supporting file to your response: <a href="#">Attach a file</a></p>				
4. Submit Response		All Content				
▼ Event Contents		3 NDA Details				
		4 Supplier Code of Con...				
		5 Agratas Energy Stora...				
		6 Technical Details				
		7 Commercial Details				

1. Review Event Details	Name 1	Price	Quantity	Total Basic Cost	Final Cost
2. Review and Accept Prerequisites	7.2 Monica Dining Chair_Pink	Less... - * <input type="text"/> INR	5 Each		
3. Select Lots/Line Items	Monica Dining Chair_Pink				
4. Submit Response	GST % On Net Price: * <input type="text"/>				
	Calculated GST in Amount: <input type="text"/>				
	Total Freight in Amount: <input type="text"/> INR				
▼ Event Contents	Total Packing and Forwarding Charges in Amount: <input type="text"/> INR				
All Content	GST % for Freight and P & F charges: <input type="text"/>				
3 NDA Details	Calculated GST in amount for Freight and P & F charges: 0.00 INR				
4 Supplier Code of Con...	Discount % on Net Price: <input type="text"/>				
5 Agratas Energy Stora...	Delivery Period in Days: <input type="text"/>				
6 Technical Details	Total GST Amount: <input type="text"/>				
7 Commercial Details	Inland Freight Cost: * <input type="text"/> INR				
	If required, attach a supporting file to your response: <a href="#">Attach a file</a>				

- Ensure all mandatory fields are completed accurately before submission.
- Once all details are entered, click **“Submit Response”** to finalize participation in the sourcing event.

Console Doc2821316371 - RFP or RFQ - India (With Envelope) Round: 1 Time remaining 29 days 21:00:08

Event Messages  
Response History  
Response Team

▼ Checklist

1. Review Event Details

2. Review and Accept Prerequisites

3. Select Lots/Line Items

4. Submit Response

▼ Event Contents

All Content

3 NDA Details

4 Supplier Code of Con...

5 Agratas Energy

Your response to the prerequisites has been submitted.

Name 1	Price	Quantity	Total Basic Cost	Final Cost
▼ 3.0 NDA Details				
3.2 If NDA is not already signed, Kindly download the attached NDA file and upload signed copy of the same NDA. If NDA is already signed, Kindly upload the signed copy of the NDA. <span style="font-size: small;">References</span>	Form 1.pdf			
▼ 4.0 Supplier Code of Conduct				
4.1 Please find the attached supplier code of conduct. Please accept the same to continue. <span style="font-size: small;">References</span>	Yes			
▶ 5.0 Agratas Energy Storage Solutions Private Limited	Less... -			
Agratas Energy Storage Solutions Private Limited				
▶ 6.0 Technical Details	Less... -			
ENVELOPE-1				
▶ 7.0 Commercial Details				
(*) indicates a required field				

### 3. Revise Response

- After submitting a response, suppliers may need to edit or modify previously entered values or attachments.
- Suppliers will have the “**Revise Response**” option available in the event page, and it will remain accessible until the event closes (i.e., while the event is active).
- To make changes, click on the “**Revise Response**” option.

The screenshot shows the dashboard for event Doc2821316371 - RFP or RFQ - India (With Envelope). The interface includes a console with a message: "Your response has been submitted. Thank you for participating in the event." A "Revise Response" button is highlighted with a red box. The "All Content" section displays a table with columns: Name, Price, Quantity, Total Basic Cost, and Final Cost. The table lists items 3.0 through 4.0, including "Agradas Energy Storage Solutions Private Limited", "Disclaimer", "Definitions", "Instructions to Bidders", "Code of Integrity", "Language", "Rejection & Acceptance", "Policies and Guidelines", and "Technical Details". A "Time remaining" timer in the top right corner shows 24 days 23:57:23.

- A pop-up will appear asking for confirmation; click “OK” to proceed.

This screenshot shows the same dashboard as above, but with a confirmation pop-up displayed. The pop-up is titled "Revise Response?" and contains the text: "You have already submitted a response for this event. Click OK if you would like to revise your response." The "OK" button in the pop-up is highlighted with a red box. The background dashboard is dimmed, showing the "Revise Response" button and the "All Content" table.

- Make the necessary updates to the response, including changes to fields or attachments.
- Once all modifications are complete, click “Submit Entire Response” to finalize the revised submission.

**Ariba Sourcing** | Company Settings | Smoke Test UK | Feedback | Help

< Go back to Agratas Energy Storage Solutions Dashboard | Desktop File Sync

Console | Doc2821316371 - RFP or RFQ - India (With Envelope) | Round: 1 | Time remaining: 24 days 23:56:41

Event Messages | Response History | Response Team

▼ Checklist

1. Review Event Details
2. Review and Accept Prerequisites
3. Select Lots/Line Items
4. Submit Response

▼ Event Contents | All Content

**All Content**

Name ↑	Price	Quantity	Total Basic Cost	Final Cost
▶ 3.0 Agratas Energy Storage Solutions Private Limited	More... +			
▶ 4.0 Technical Details	More... +			
▼ 5.0 Commercial Details			1,100.00 INR	1,298.00 INR
5.1 Service created by adding item - Procurement & Materials planning & logistics & supply chain software	More... +	150.00 INR	1 Each	100.00 INR
5.2 Monica Dining Chair_Pink	More... +	200.00 INR	5 Each	1,000.00 INR

(\* indicates a required field)

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

#### 4. New Round of RFP (Second Round)

- When a supplier is invited to participate in the next round of the RFP process, they will receive an email notification.
- The email will contain a “Click Here” link that redirects suppliers to the Ariba Supplier login page.

Vipulbhai Rambhai Vala invites you to participate in the next round of RFP or RFQ - India (With Envelope). General

**Agratas Energy Storage Solutions**

Vipulbhai Rambhai Vala invites you to participate in the next round of RFP or RFQ - India (With Envelope)

To participate in this round, you will need to log in to SAP Ariba and view the event: [Click Here](#)

If you have questions about the event, please contact Vipulbhai Rambhai Vala at or by email at Vipul.Vala@agratas.com.

Best,  
Vipulbhai Rambhai Vala

You are receiving this email because your customer, Agratas Energy Storage Solutions, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact Agratas Energy Storage Solutions.

Agratas Energy Storage Solutions sourcing site, Event Doc2821316371: RFP or RFQ - India (With Envelope), Realm: 744319372, Message ID: MSG144237897. [Click Here](#)

Offices | Data Policy | Contact Us | Customer Support

Powered by SAP Ariba

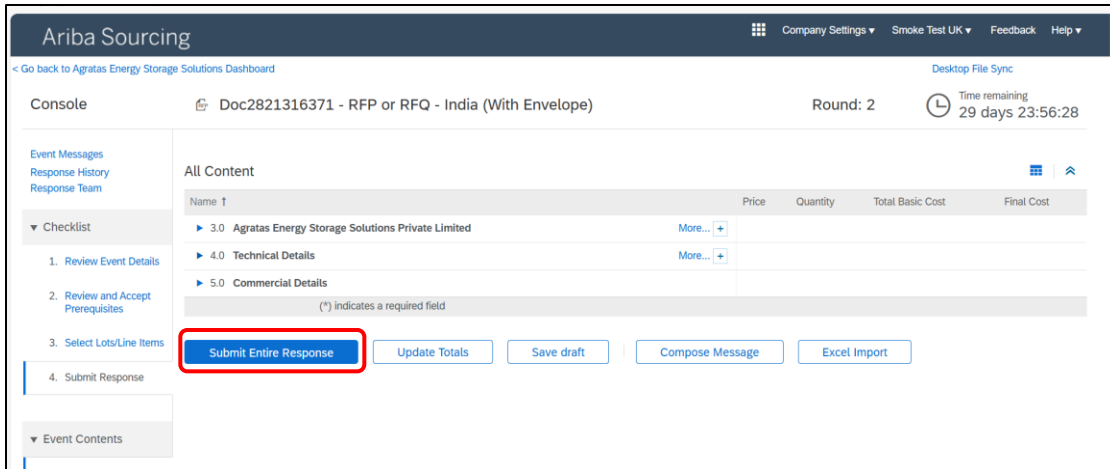
- After logging in, suppliers can access the updated sourcing event details from the Ariba Proposals and Questionnaires dashboard.
- Suppliers can click on the event name under open events section to access event details.

The screenshot shows the Ariba Proposals and Questionnaires dashboard. The top navigation bar includes the SAP logo, 'Ariba Proposals and Questionnaires', 'Standard Account', and a 'Get enterprise account' button. The main content area is titled 'AGRATAS ENERGY STORAGE SOLUTIONS'. On the left, there are sections for 'Agratas Energy Storage Solutions Requested Profile' and 'Public Profile Completeness' (35%). The main area features an 'Events' table with columns: Title, ID, End Time, Event Type, and Participated. The event 'RFP or RFQ - India (With Envelope)' is highlighted with a red box. Below the events table are sections for 'Registration Questionnaires' and 'Qualification Questionnaires'.

- On the Event Details page, the round number (e.g., Round 2) will be clearly displayed at the top, along with the remaining time showing how long the event will remain active.
- The second round may include revised requirements, updated line items, or new instructions from the buyer.

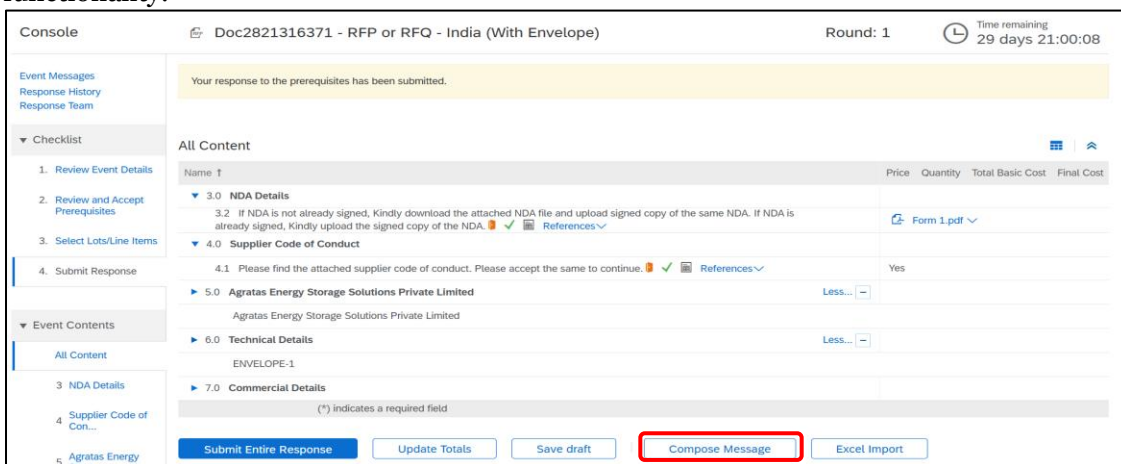
The screenshot shows the Ariba Sourcing Event Details page. The top navigation bar includes 'Ariba Sourcing', 'Company Settings', 'Smoke Test UK', 'Feedback', and 'Help'. The main content area is titled 'Console' and shows the event 'Doc2821316371 - RFP or RFQ - India (With Envelope)'. The 'Round: 2' and 'Time remaining 29 days 23:57:00' are highlighted with a red box. The page features a sidebar with navigation options like 'Event Messages', 'Response History', and 'Response Team'. The main content area includes a checklist and a table of 'All Content' with columns: Name, Price, Quantity, Total Basic Cost, and Final Cost. The table lists various items such as 'Agratas Energy Storage Solutions Private Limited', 'Disclaimer', 'Definitions', 'Instructions to Bidders', 'Code of Integrity', 'Language', 'Rejection & Acceptance', 'Policies and Guidelines', 'Technical Details', and 'Commercial Details'.

- Suppliers must carefully review the changes, provide updated responses or pricing as required, and submit their response within the specified timeline.

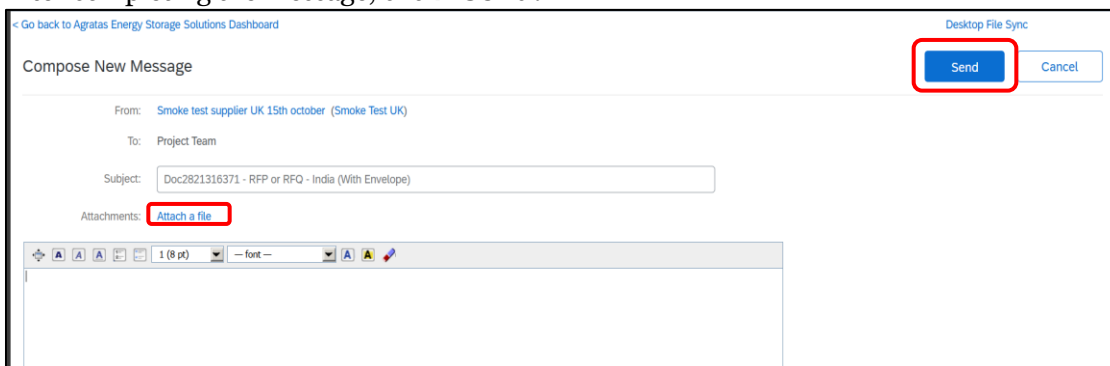


## 5. Compose Message

- If suppliers wish to communicate with the buyer, they can use the “Compose Message” functionality.



- In case of any queries or clarifications, suppliers can draft a message directly within the platform.
- Suppliers may also attach supporting documents if required.
- After completing the message, click “Send.”

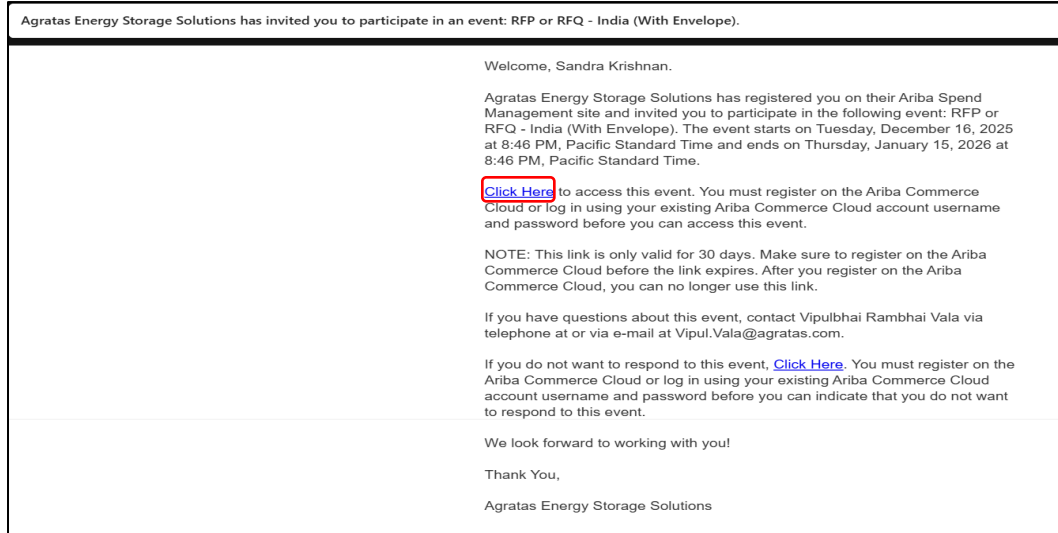


- The buyer will receive a notification and can respond accordingly.

## 6. Frequently Asked Questions (FAQs)

### 1. How will I know if I am invited to a sourcing event?

- You will receive an email invitation with a secure link to access the event. The email also contains event details such as the event name and duration.

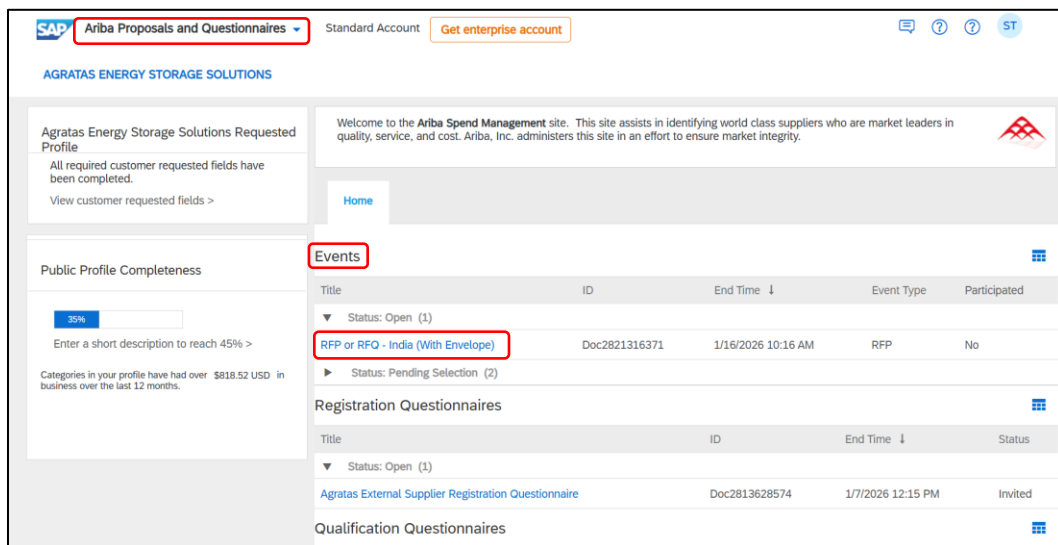


### 2. Do I need an SAP Ariba account to participate?

- Yes. If you already have an account, log in using your credentials. If not, click “**Create New Account**” from the invitation email to register.

### 3. Where can I find the sourcing event after logging in?

- Once logged in, go to the **Ariba Proposals and Questionnaires** dashboard (top left corner). Under the **Open Events** section, you will see the event along with its end time.

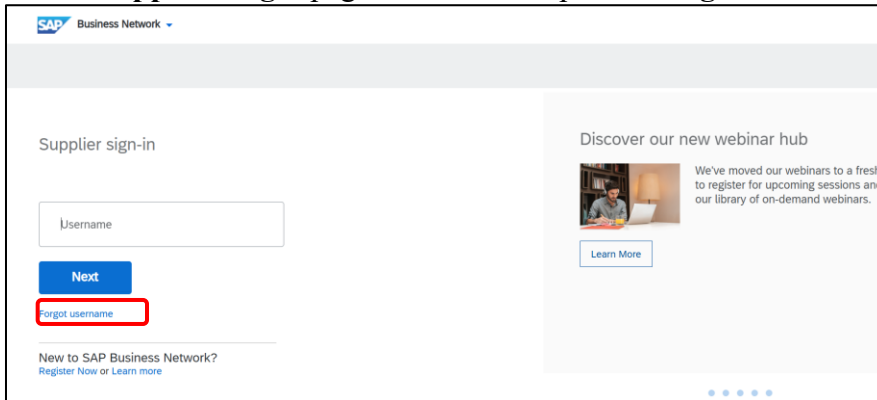


### 4. What happens if NDA or Supplier Code of Conduct is required?

- You must download the reference documents, complete the necessary actions (e.g., signing, uploading), and wait for buyer’s approval before proceeding.

## 5. What should I do if I forget my username?

- On the **Supplier Login** page, click on the option “**Forgot Username.**”



SAP Business Network

Supplier sign-in

Username

Next

Forgot username

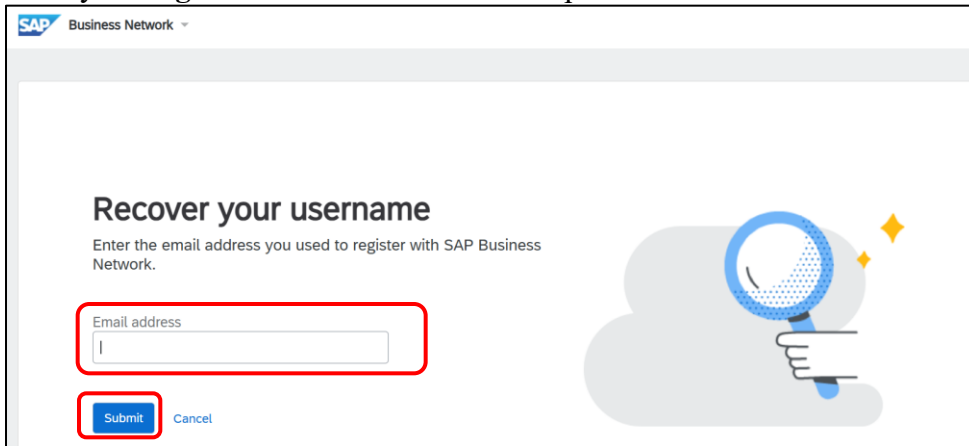
New to SAP Business Network?  
[Register Now](#) or [Learn more](#)

Discover our new webinar hub

We've moved our webinars to a fresh platform. Register for upcoming sessions and explore our library of on-demand webinars.

[Learn More](#)

- Enter your **registered email ID** in the field provided. Click “**Submit.**”



SAP Business Network

### Recover your username

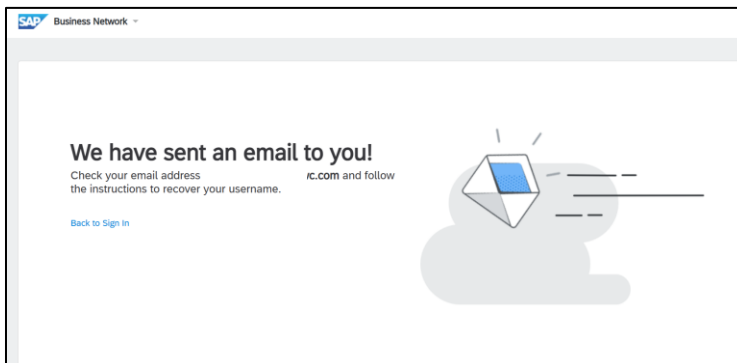
Enter the email address you used to register with SAP Business Network.

Email address

Submit Cancel

Discover our new webinar hub

- You will receive an **email notification from SAP** containing all usernames associated with that email ID.

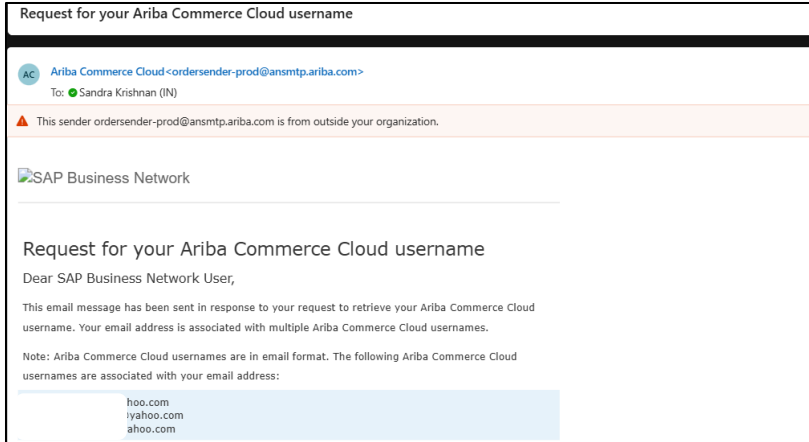


SAP Business Network

### We have sent an email to you!

Check your email address at [sap.com](#) and follow the instructions to recover your username.

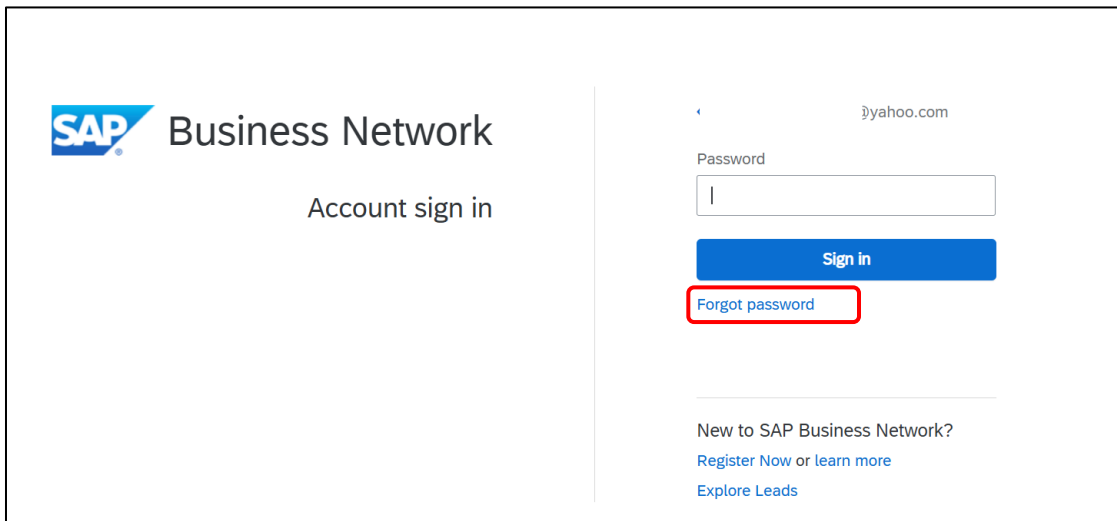
[Back to Sign In](#)



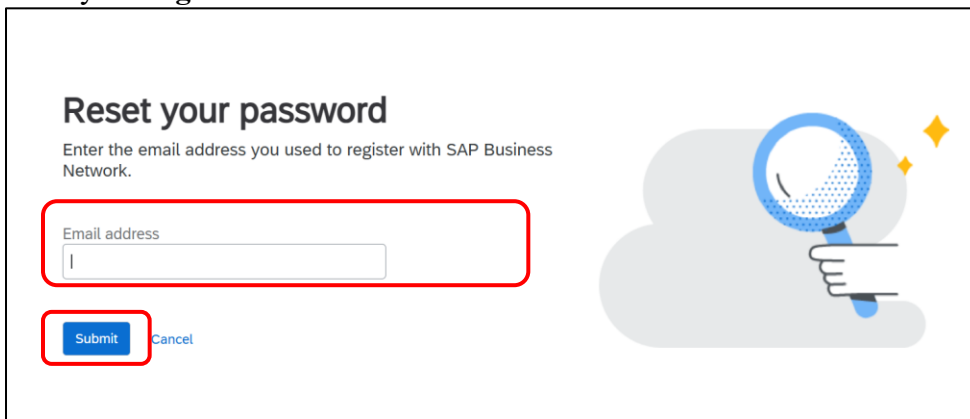
- Use the username provided in the email to log back into your Ariba account.

## 6. What should I do if I forget my password?

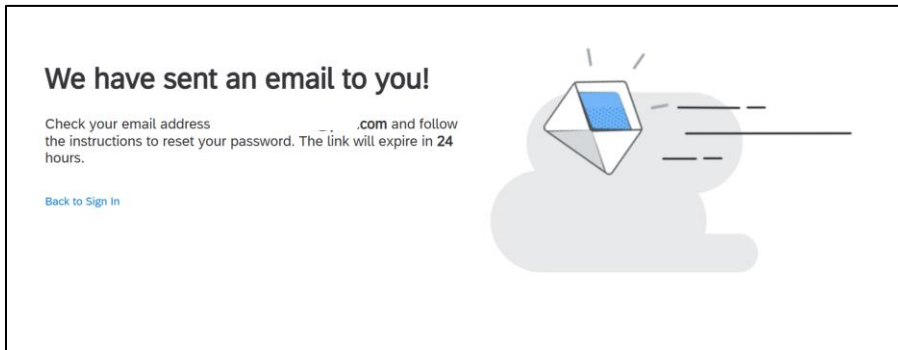
- Go to the **Supplier Login** page, enter your **username** in the login field, click on **“Forgot Password.”**



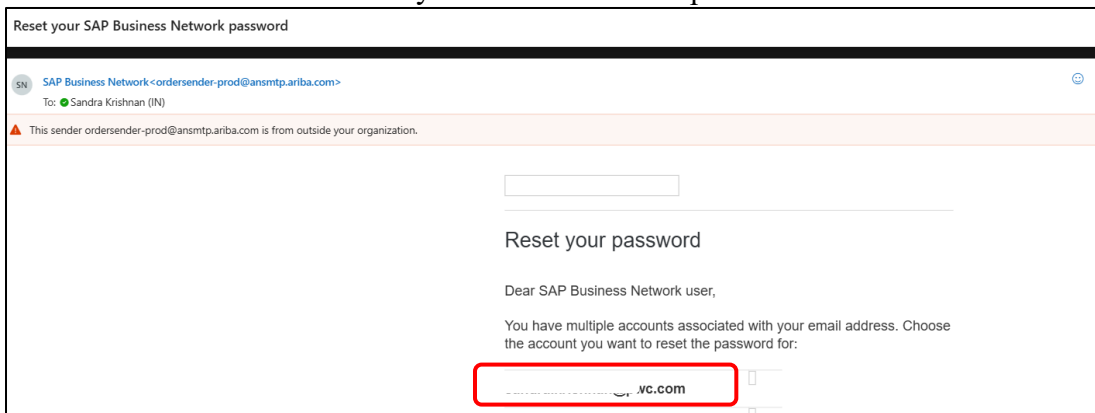
- Enter your **registered email ID** and then click **“Submit.”**



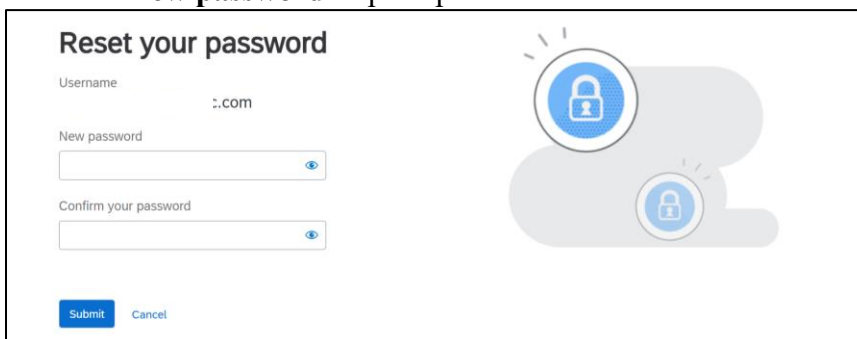
- You will receive an **email from SAP** containing the accounts associated with that email ID.



- Choose the username for which you want to reset the password.



- Provide a **new password** as prompted.



- Sign in again using your updated credentials.