



KOSTAL

CREATING TOMORROW'S SOLUTIONS

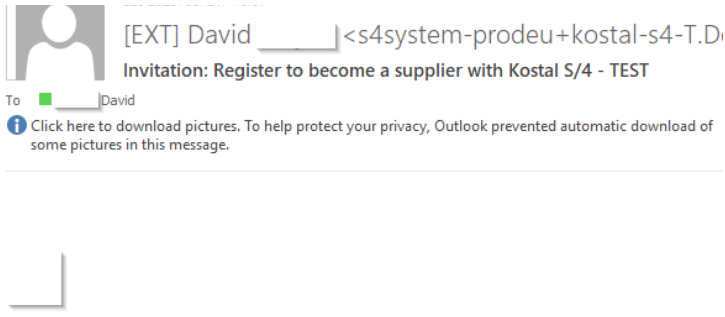
**THE FUTURE
OF BUYING**

KOSTAL

Next Generation Procurement

**Answering KOSTAL Registration &
Certificate Management Questionnaires**

Invitation to KOSTAL Registration



1

Register as a supplier with Kostal S/4 - TEST

Hello!

David [redacted] has invited you to register to become a supplier with Kostal S/4 - TEST. Start by creating an account with SAP Business Network. It's free.

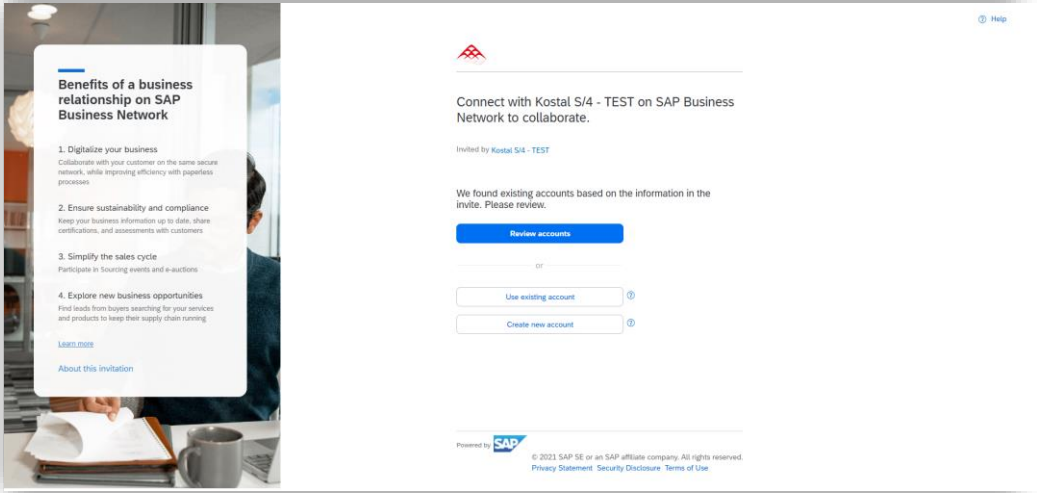
Kostal S/4 - TEST uses SAP Business Network to manage its sourcing and procurement activities and to collaborate with suppliers. If Test 4th round - direct already has an account with SAP Business Network (formerly Ariba Network), sign in with your username and password.

[Click Here](#) to create account now **2**

You are receiving this email because your customer, Kostal S/4 - TEST, has identified you as the appropriate contact for this correspondence. If you are not the correct contact, please contact Kostal S/4 - TEST.

- 1 You will receive a registration invitation with the following subject line
- 2 Select **Click Here** to get forwarded to the SAP® Business Network account registration page

Expected Result



Create or Login with Account

Explanation

We found existing accounts based on the information in the invite. Please review.

Review accounts

or

Use existing account



2

Create new account



1

Expected Result

1



Create an account to connect and collaborate with Kostal S/4 - TEST on SAP Business Network

Company information

DUNS number

Don't know your DUNS number?

Company (legal) name *

Test - direct

2



Sign in to connect with Kostal S/4 - TEST

Username *

Forgot username?

Password *

Forgot password?

Connect

- 1 If you don't already have an SAP® Business Network account, please select **Create new account**
- 2 If you already have an SAP® Business Network account, please select **Use existing account**

Further Information

- It is important that you internally check whether your company already has an SAP® Business Network account
- If your company already has an SAP® Business Network account, please speak to your SAP® Business Network administrator to create a new user for you

Automatic Forwarding to Registration Questionnaire After Account Login/Creation



Explanation

1

Create an account to connect and collaborate with Kostal S/4 - TEST on SAP Business

Company information ⓘ

DUNS number

Don't know your DUNS number?

Company (legal) name *

Test - direct

Sign in to connect with Kostal S/4 - TEST

Username *

Forgot username?

Password *

Forgot password?

Connect

Expected Result

Doc2566352830 - Supplier registration questionnaire

1. General Supplier Information

1.1. Complete collaborates with their suppliers on SAP Business Network to do business in a simpler and more cost-effective way. KOSTAL ONE Supply Chain has moved to the SAP Business Network to help drive compliance, process efficiency and collaboration with our suppliers. With a free standard account, you will be equipped to exchange with your customers an unlimited number of documents and information. As part of this initiative, we are encouraging our suppliers to send and receive information over the SAP Business Network. <https://www.sap.com/products/business-network/suppliers/standard-account.html>

1.2. Supplier Full Legal Name

1.3. Name 2

1.4. Legal Form

1.5. Supplier Main Address

Test 6th round - direct

100 Plm by Stone

123456

Spain

123

Spain (ES)

Madrid (28)

Submit Entire Response

Save draft

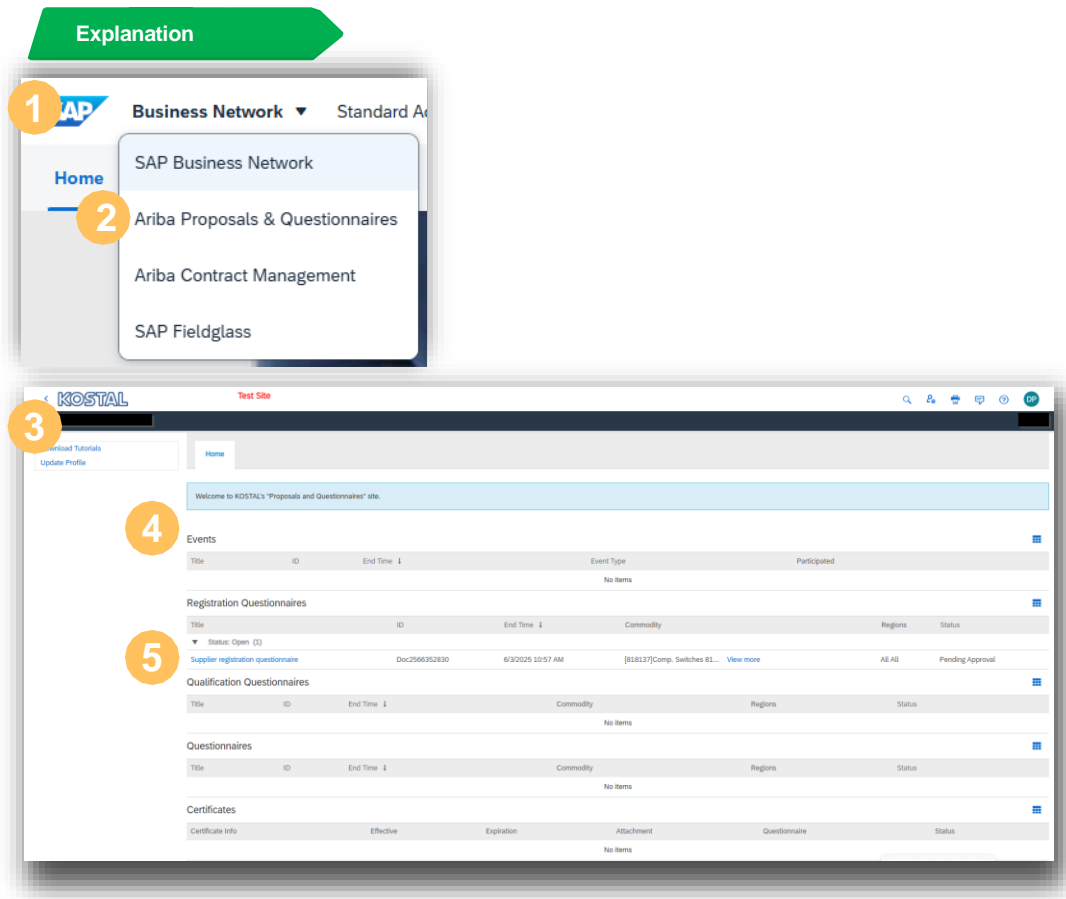
Compose Message

Export Import

1 After creating your account/logging in with an existing account, you will be automatically directed to the KOSTAL registration questionnaire

- Further Information
- In the top right of the registration questionnaire you can see how long this document will be available for you to complete. You can exit the questionnaire at any time to complete it at a later point

Manual Access to the KOSTAL Registration Questionnaire



- 1 Log into your SAP® Business Network account: www.supplier.ariba.com
- 2 Select **Ariba Proposals and Questionnaires**
- 3 If you have linked your SAP® Business Network account to more than one company, you need to make sure that you have selected **KOSTAL**
- 4 In this view you can see all registration & certification questionnaires to which your user account has been invited
- 5 Click on the name of the questionnaire to open it.

Explanation

1

2

3

- 1 Mandatory fields are displayed via a * and must be filled out in order to be able to submit the questionnaire. (It can happen, that the tool accepts the registration automatically, in such case, please press **Revise Response** first.)
- 2 Once you have entered all of the information, click **Submit Entire Response**
- 3 Click **OK** to send the questionnaire

Further Information

- KOSTAL will review the submitted questionnaire and contact you if further clarification is required.
- You are asked to update this data regularly and submit this to KOSTAL for verification.

KOSTAL Certificate Management Questionnaire

Explanation

1 Please fill out the listed questionnaires and return them by the specified dates. These questionnaires are necessary to complete the G3 - General Qualification process. Thank you for taking the time to respond to each one.

Process Overview
Process: G3 - General Qualification
Category: [818137]Comp. Switches
Region: All
Business unit: KOSPA
Material: Not applicable
Process owner: [redacted]
Message:

Questionnaire Overview

Name	Assigned To	Respond By
Qualification Questionnaire	David June 10, 2025 at 2:12 AM	
Supplier Contact Details Questionnaire	David June 10, 2025 at 2:12 AM	
Contracts and Guidelines Questionnaire	David June 10, 2025 at 2:12 AM	
Environmental, Social & Governance (ESG-) aspects	David June 26, 2025 at 2:12 AM	

[Click Here](#) to view the process.

Best Regards,
SAP Arba team

2

Sign in to connect with Kostal S/4 - TEST

Username *

Forgot username?

Password *

Forgot password?

Connect

3

Console Doc2566502036 - Environmental, Social & Governance (ESG-) as... Time remaining 29 days 23:54:12

Event Messages
Event Details
Response History
Response Team

▼ Event Contents

All Content

Name ↑

1 Is your sustainability performance (environmental, social and governance (ESG) aspects) regularly assessed by an independent company (e.g. EcoVadis, IntegrityNext, etc.)? (enclose Scorecard) * Unspecified ▾

3 Is your company willing to register at EcoVadis? * Unspecified ▾

9 Comments

10 I hereby certify that the above information is true and correct. * Unspecified ▾

(*) indicates a required field

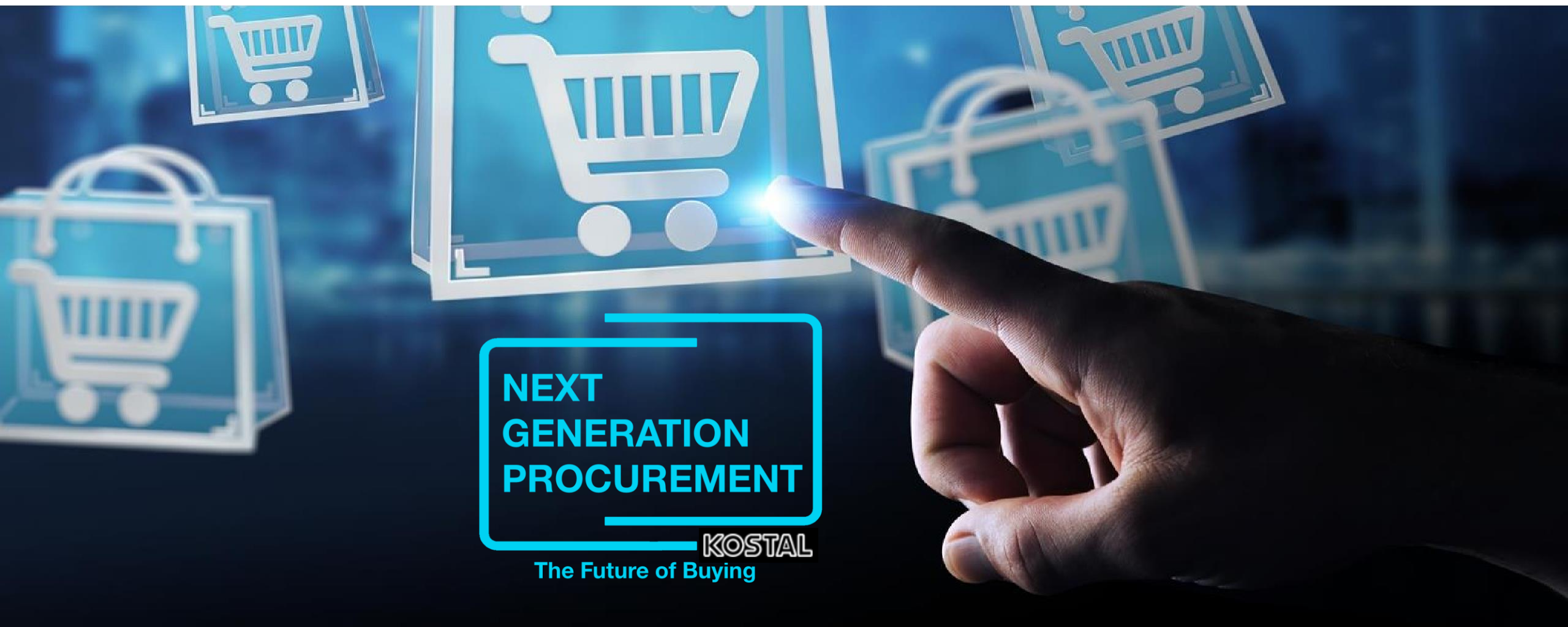
Submit Entire Response Save draft Compose Message Excel Import

4

- 1 You will receive an E-Mail from KOSTAL inviting you to complete the certificate questionnaire
- 2 Select **Click Here** to be forwarded to the questionnaire
- 3 Sign in with your SAP® Business Network account
- 4 Fill in the required mandatory data fields, select **Submit Entire Response** and confirm by clicking **OK**

Further Information

- After successfully logging in, you will be automatically redirected to the certification questionnaire
- You are asked to update this data regularly



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