



IVALUA

MANUAL DE ENTRENAMIENTO



Uso del portal como proveedor



Actividades accesibles para proveedores



Evaluación del rendimiento



Calidad del proveedor (incidentes, planes de colaboración, NPI)





Como proveedor, puede acceder al portal a través de la página de inicio de sesión público

- Una vez registrado, recibirá un correo electrónico con su nombre de usuario y

Subject
Access to Ivalua Buyer

Notification body
DearWIKK AAAA,
You have just been given access to the Ivalua application for supplier Supplier ABCD with the following user ID: addd@aaa.com.
You must create your password by accessing the following page: [Set password](#).
You will then be allowed to log in to Ivalua: [Login](#).

Welcome to the Procurement portal



Welcome to the Group Purchasing Portal.

As part of optimizing purchasing processes and supply chain management, our group offers a dedicated tool for collaborative management of your purchases.

IDENTIFICATION

Login*

Password*

Login

[Lost your password?](#)



Help Desk +1 650-930-xxxx

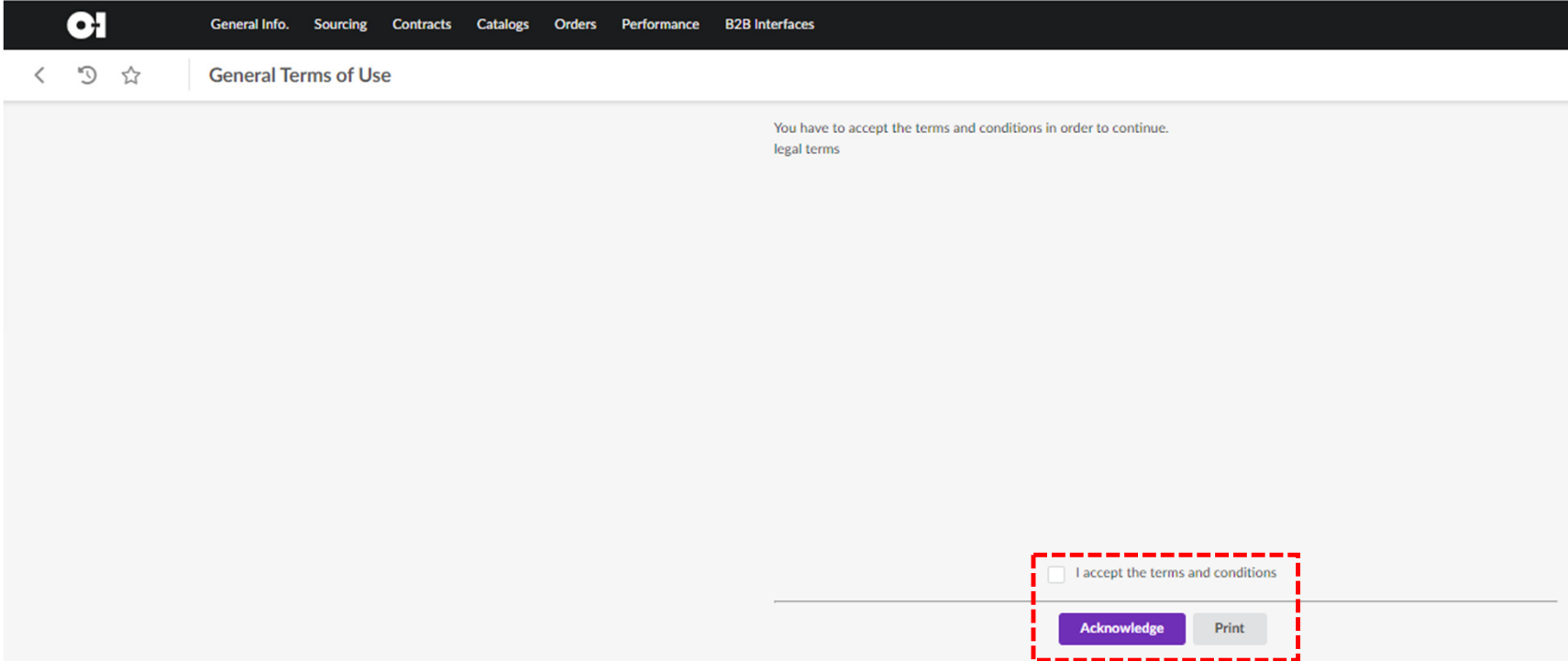


New Supplier? Register Now

La primera Connection, debe cumplir con las reglas de

En la primera conexión, usted tiene que:

- Acepta los Términos y Condiciones de Uso de Ivalua.
- Cambie la contraseña.



General Info. Sourcing Contracts Catalogs Orders Performance B2B Interfaces

< ⌚ ☆ | General Terms of Use

You have to accept the terms and conditions in order to continue.
legal terms



I accept the terms and conditions

Acknowledge Print



Caducidad de la contraseña

Access to Ivalua Buyer

 Buyer - O-I <no.reply@o-i.com>
To: 

 To help protect your security, the Follow Up flag text has been hidden. Follow up.
Click here to see hidden text.

Dear 

You have just been given access to the Ivalua application for supplier with the following user ID: tom.gross@pdr-na.com.

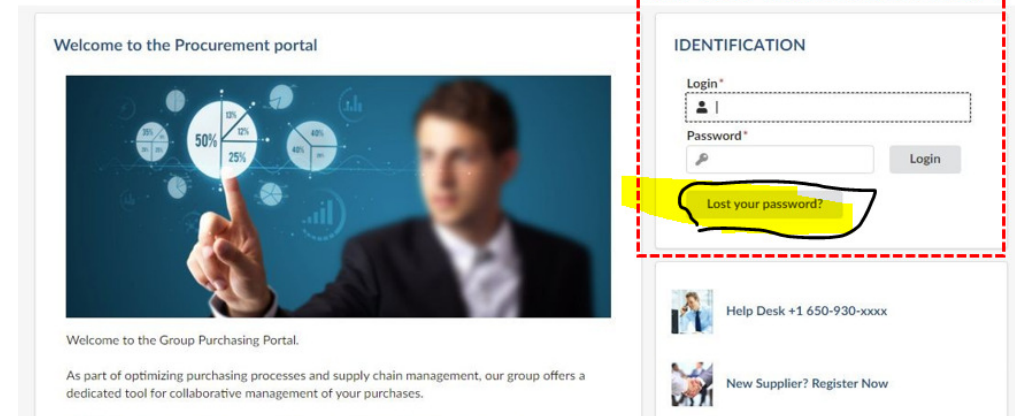
You must create your password by accessing the following page: [Set password](#).

You will then be allowed to log in to Ivalua: [Login](#).

Please refer to the supporting training materials provided [here](#).

This is an automatically generated e-mail, please do not reply

Click [here](#) to manage your notifications settings.



Welcome to the Procurement portal

Welcome to the Group Purchasing Portal.

As part of optimizing purchasing processes and supply chain management, our group offers a dedicated tool for collaborative management of your purchases.

IDENTIFICATION

Login*

Password*

Login

Lost your password?

Help Desk +1 650-930-xxxx

New Supplier? Register Now

Notas:

La validez del token de contraseña dura 1 semana y la validez del token de restablecimiento de contraseña dura 1 hora.

La validez del token de contraseña entra en vigencia cuando el proveedor hace clic en el enlace "Olvidó la contraseña".

Si la contraseña caduca, siga :

Vaya a la pantalla de inicio de sesión y vuelva a intentar hacer clic en Contraseña olvidada y luego cambie la contraseña en lugar de ir directamente al enlace de restablecimiento de contraseña en el correo electrónico.



Portal de proveedores Página de inicio

- Se puede configurar el contenido de la página inicial.
- La segregación de datos es estricta: Cada proveedor solo puede ver sus propios datos.

The screenshot displays the Supplier Portal dashboard with the following sections:

- Announcement:** The content is not set.
- Onboarding Progress:**
 - Initialized (Onboard Pending)
 - Enrollment Rev. (Review Information)
 - Active Supplier (Onboard Complete)

The following items require your attention:

 - Missing Mandatory Document(s)
 - Medium Risk Alert on CO2 emissions
 - Change request in progress
- Validations:** See 2 results
- Performance Scoring:** An error has occurred while loading the Webpart. If the problem persists, please contact an administrator.
- Spend Analysis:** An error has occurred while loading the Webpart. If the problem persists, please contact an administrator.

Summary statistics on the right side:

- RFP in Progress: 3
- Active Orders: 0
- Contracts: 2

Process	Object	Action	Due date
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMA SITE	Questionnaire Submitted for Competition	
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMS SITE	Questionnaire Submitted for Competition	



Para navegar entre las diferentes entidades de su empresa, utilice el selector de

- Si su empresa está formada por un **nivel de grupo** y varios niveles de **sitio**, cada uno se almacena como un proveedor distinto en Ivalua.
- Si hay un grupo de proveedores y sitios de proveedores, cada uno tendrá sus datos en un espacio independiente.

The screenshot displays the Supplier Portal interface. At the top, there is a navigation bar with the following menu items: General Info, Sourcing, Contracts, Catalogs, Orders, Performance, and B2B Interfaces. On the right side of the navigation bar, there is a search bar and a user profile dropdown menu labeled 'AMA S.' which is highlighted with a red dashed box. Below the navigation bar, the main content area is divided into several sections:

- Announcement:** The content is not set.
- Onboarding Progress:** Shows three steps: 'Initialized' (Onboard Pending), 'Enrollment Rev.' (Review Information), and 'Active Supplier' (Onboard Complete). A yellow warning box indicates that the following items require attention: 'Missing Mandatory Document(s)', 'Medium Risk Alert on CO2 emissions', and 'Change request in progress'.
- Validations:** A table with 4 columns: Process, Object, Action, and Due date. It lists two validation items related to Risk Management Workflows.
- Performance Scoring:** An error message: 'An error has occurred while loading the Webpart. If the problem persists, please contact an administrator.'
- Spend Analysis:** An error message: 'An error has occurred while loading the Webpart. If the problem persists, please contact an administrator.'

On the right side of the interface, there are four circular indicators representing different metrics:

- 3 RFP in Progress
- 0 Active Orders
- 2 Contracts

Los menús de proveedor son distintos de los menús in

- El proveedor tiene accesos restringidos en comparación con los usuarios de O-I. Suelen ver menos menús.
- Los menús mostrados dependen de los módulos habilitados en la aplicación.

The screenshot displays the Supplier Portal interface. At the top, a navigation bar contains the O-I logo and a menu with items: General Info., Sourcing, Contracts, Catalogs, Orders, Performance, and B2B Interfaces. A red dashed box highlights this menu. Below the navigation bar, the page title is 'Supplier Portal'. A dropdown menu is open, showing 'Monitor', 'cXML Test', and 'Setup'. The main content area is divided into several sections:

- Announcement:** The content is not set.
- Onboarding Progress:** Shows three items with green checkmarks: 'Initialized' (Onboard Pending), 'Enrollment Rev.' (Review Information), and 'Active Supplier' (Onboard Complete).
- Alerts:** A yellow box indicates 'The following items require your attention:' with three items: 'Missing Mandatory Document(s)', 'Medium Risk Alert on CO2 emissions', and 'Change request in progress'.
- Validations:** Shows a table with columns for 'Proc', 'Risk', 'Mar', 'Wor', and 'Vers'. Two rows are visible, each with a pencil icon.
- Performance Scoring:** A section at the bottom left.
- Spend Analysis:** A section at the bottom right.

A small number '8' is visible in the bottom right corner of the main content area.

Acceder a las tareas de flujo de trabajo y de calendario

En el menú desplegable debajo de su nombre, puede:

- Delegar las tareas del flujo de trabajo (Mi perfil)

The screenshot displays the Supplier Portal interface. At the top, there is a navigation bar with tabs: General Info, Sourcing, Contracts, Catalogs, Orders, Performance, and B2B Interfaces. On the right side of the navigation bar, there are icons for a warning, notifications, a user profile (AMA S.), and a help icon. Below the navigation bar, the page title is "Supplier Portal" and there is a search bar. A dropdown menu is open under the user profile icon, showing options: Monitor, cXML Test, and Setup. The main content area is divided into several sections:

- Announcement:** The content is not set.
- Onboarding Progress:** Shows three items with green checkmarks: "Initialized Onboard Pending", "Enrollment Rev. Review Information", and "Active Supplier Onboard Complete". A yellow warning box indicates "The following items require your attention:" with three items: "Missing Mandatory Document(s)", "Medium Risk Alert on CO2 emissions", and "Change request in progress".
- Validations:** A table with columns: Process, Object, Action, and Due date. It lists two validation items, both for "Risk Management Workflow - Version 2", with actions "Questionnaire Submitted for Competition". A "See 2 results" link is present.
- Performance Scoring:** An error message: "An error has occurred while loading the Webpart. If the problem persists, please contact an administrator."
- Spend Analysis:** An error message: "An error has occurred while loading the Webpart. If the problem persists, please contact an administrator."

On the right side of the dashboard, there are four circular indicators with numbers and labels:

- 3 RFP in Progress
- 0 Active Orders
- 2 Contracts

Acceder a las tareas de flujo de trabajo y de calendario

Haga clic en el icono de campana junto a su nombre y podrá:

- Acceder a las aprobaciones de flujo de trabajo pendientes (Validaciones pendientes)
- Acceder a las tareas del calendario (*Tareas programadas*)
- Acceder a las notificaciones (invitaciones RFx...)

The screenshot displays the Supplier Portal interface. At the top, there is a navigation bar with tabs for General Info., Sourcing, Contracts, Catalogs, Orders, Performance, and B2B Interfaces. On the right side of the navigation bar, there is a notification bell icon and a user profile icon labeled 'AMA S.'. Below the navigation bar, the main content area is divided into several sections: 'Announcement' (The content is not set), 'Onboarding Progress' (showing 'Initialized Onboard Pending', 'Enrollment Rev. Review Information', and 'Active Supplier Onboard Complete'), and 'Validations' (a table with columns for Process, Object, Action, and Date). A red dashed box highlights the notification bell icon and its dropdown menu, which contains 'Pending validations' (with a red circle containing the number 2), 'Scheduled Tasks', and 'Notifications'. On the right side of the main content area, there are two circular indicators: 'Active Orders' with the number 0 and 'Contracts' with the number 2. At the bottom of the page, there are two error messages: 'Performance Scoring' and 'Spend Analysis', both stating 'An error has occurred while loading the Webpart. If the problem persists, please contact an administrator.'

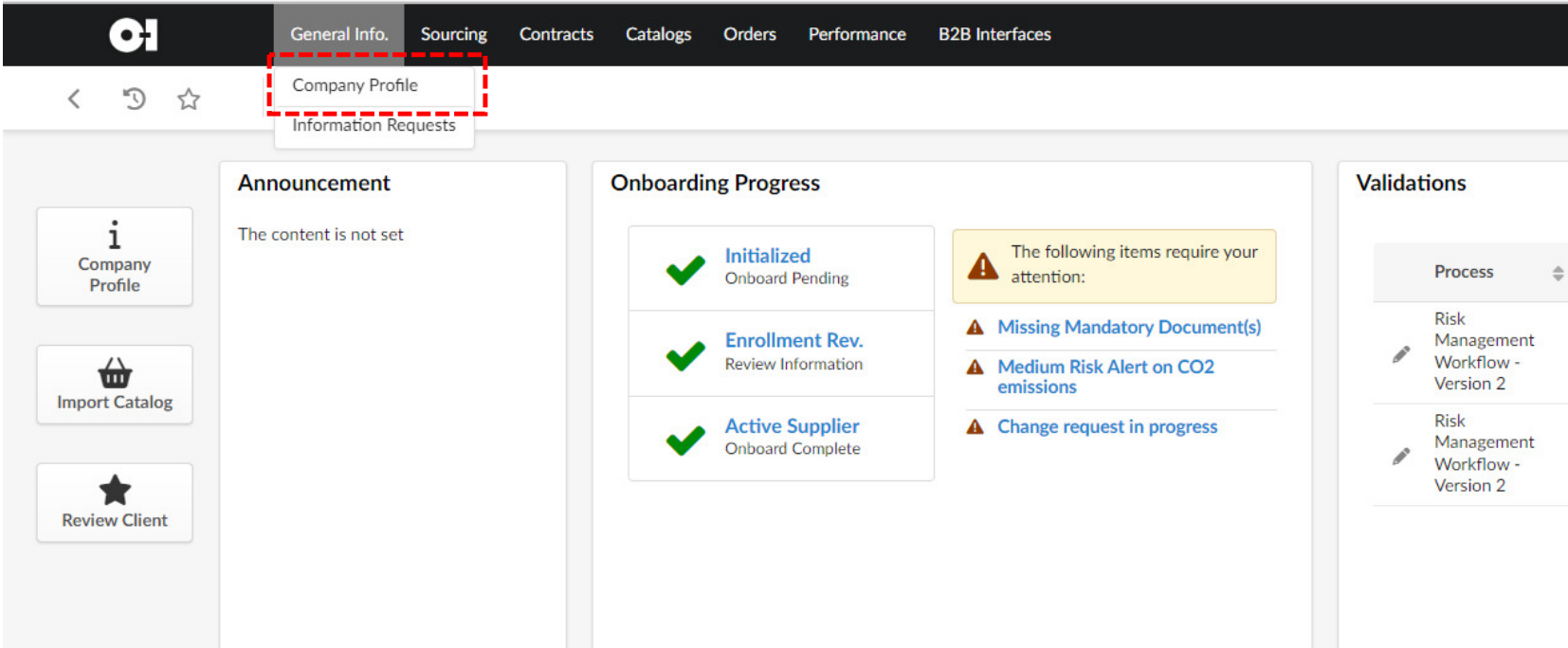
Process	Object	Action	Date
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMA SITE	Questionnaire Submitted for Competition	
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMS SITE	Questionnaire Submitted for Competition	10

ACTIVIDADES ACCESIBLES PARA PROVEEDORES



Para mantener los datos del proveedor, vaya a. *Información general* >

- Hay una baraja dedicada sobre este tema.



The screenshot displays a web interface for managing a supplier. At the top, a dark navigation bar contains the 'CI' logo and several menu items: 'General Info.', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The 'General Info.' tab is selected and highlighted with a red dashed box. Below the navigation bar, there are navigation icons (back, refresh, star) and a dropdown menu with 'Company Profile' and 'Information Requests'. The main content area is divided into three columns:

- Announcement:** Contains a card for 'Company Profile' (with an 'i' icon) and two other cards: 'Import Catalog' (with a shopping cart icon) and 'Review Client' (with a star icon). The text 'The content is not set' is displayed below the 'Company Profile' card.
- Onboarding Progress:** Shows three status cards with green checkmarks: 'Initialized' (Onboard Pending), 'Enrollment Rev.' (Review Information), and 'Active Supplier' (Onboard Complete). To the right, a yellow warning box states 'The following items require your attention:' and lists three items: 'Missing Mandatory Document(s)', 'Medium Risk Alert on CO2 emissions', and 'Change request in progress'.
- Validations:** Features a 'Process' dropdown menu and two entries for 'Risk Management Workflow - Version 2', each with a pencil icon for editing.



Para obtener respuestas RFIs, vaya a. *Información general > Solicitudes*

The screenshot displays a web application interface with a dark navigation bar at the top. The navigation bar contains the logo on the left and several menu items: "General Info.", "Sourcing", "Contracts", "Catalogs", "Orders", "Performance", and "B2B Interfaces". Below the navigation bar, there is a breadcrumb trail with icons for back, refresh, and star, followed by the text "Company Profile". A red dashed box highlights the "Information Requests" link in the breadcrumb trail. The main content area is divided into two columns. The left column contains three buttons: "Company Profile" (with an 'i' icon), "Import Catalog" (with a shopping cart icon), and "Review Client" (with a star icon). The right column is titled "Onboarding Progress" and contains three status items, each with a green checkmark: "Initialized" (Onboard Pending), "Enrollment Rev." (Review Information), and "Active Supplier" (Onboard Complete). To the right of these items is a yellow warning box with a triangle icon and the text "The following items require your attention:". Below this box are three items, each with a triangle icon: "Missing Mandatory Document(s)", "Medium Risk Alert on CO2 emissions", and "Change request in progress".

Para responder a una solicitud de información,

The screenshot displays a procurement system interface. At the top, a navigation bar includes 'General Info.', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The 'Sourcing' menu is highlighted with a red dashed box, and its dropdown options are visible: 'Manage Proposals', 'Manage Auctions', and 'Show public request for proposals'. The main content area is titled 'Supplier Profile' and features a search bar. On the left, there are three buttons: 'Company Profile', 'Import Catalog', and 'Review Client'. The main content is divided into three sections: 'Announcement' (with the text 'The content is not set'), 'Onboarding Progress' (showing 'Initialized Onboard Pending', 'Enrollment Rev. Review Information', and 'Active Supplier Onboard Complete'), and 'Validations' (with a table of risk management workflows). On the right, there are two circular indicators: 'RFP in Progress' with the number 3 and 'Active Orders' with the number 0.

General Info. Sourcing Contracts Catalogs Orders Performance B2B Interfaces

Supplier Profile

Manage Proposals
Manage Auctions
Show public request for proposals

Announcement
The content is not set

Onboarding Progress

- ✓ **Initialized**
Onboard Pending
- ✓ **Enrollment Rev.**
Review Information
- ✓ **Active Supplier**
Onboard Complete

The following items require your attention:

- ⚠ **Missing Mandatory Document(s)**
- ⚠ **Medium Risk Alert on CO2 emissions**
- ⚠ **Change request in progress**

Validations [See 2 results](#)

Process	Object	Action	Due date
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMA SITE	Questionnaire Submitted for Competition	
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMS SITE	Questionnaire Submitted for Competition	

3
RFP in Progress

0
Active Orders



Si hay RFX público, puede revisarlos y solicitar ser invitado

- Los RFX públicos son aquellos en los que parte de la información es accesible para los proveedores no invitados. Son comunes en el sector público.

The screenshot shows a procurement system interface. The top navigation bar includes 'General Info.', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The 'Sourcing' menu is open, showing options like 'Manage Proposals', 'Manage Auctions', and 'Show public request for proposals' (highlighted with a red dashed box). The main content area is divided into several sections:

- Announcement:** The content is not set.
- Onboarding Progress:** Shows three steps: 'Initialized Onboard Pending', 'Enrollment Rev. Review Information', and 'Active Supplier Onboard Complete'. A warning box indicates items requiring attention: 'Missing Mandatory Document(s)', 'Medium Risk Alert on CO2 emissions', and 'Change request in progress'.
- Validations:** A table with 4 columns: Process, Object, Action, and Due date. It lists two validation items related to 'Risk Management Workflow - Version 2' and 'O-I: Category Assessments - Indirect - AMA SITE'.
- Summary:** On the right, there are two circular indicators: 'RFP in Progress' with a count of 3, and 'Active Orders' with a count of 0.

Los proveedores pueden colaborar en la creación de contratos

The screenshot displays the Supplier Portal interface. At the top, a navigation bar includes tabs for General Info., Sourcing, **Contracts**, Catalogs, Orders, Performance, and B2B Interfaces. The 'Contracts' tab is highlighted with a red dashed box, and a sub-menu item 'Manage Contracts' is also highlighted. The main content area is divided into three sections: 'Announcement' (with a message 'The content is not set'), 'Onboarding Progress' (showing 'Initialized Onboard Pending', 'Enrollment Rev. Review Information', and 'Active Supplier Onboard Complete'), and 'Validations' (a table with 2 results). On the right side, there are two circular indicators: '3 RFP in Progress' and '0 Active Orders'. A search bar is located in the top right corner.

Supplier Portal

Manage Contracts

Search

Announcement

The content is not set

Onboarding Progress

- Initialized**
Onboard Pending
- Enrollment Rev.**
Review Information
- Active Supplier**
Onboard Complete

The following items require your attention:

- Missing Mandatory Document(s)**
- Medium Risk Alert on CO2 emissions**
- Change request in progress**

Validations

[See 2 results](#)

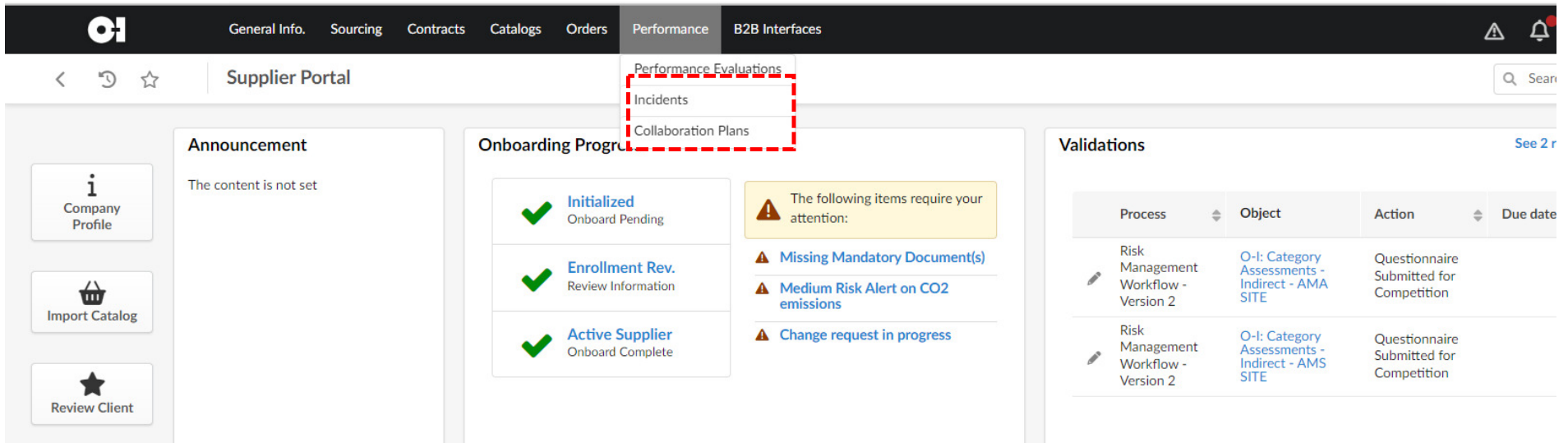
Process	Object	Action	Due date
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMA SITE	Questionnaire Submitted for Competition	
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMS SITE	Questionnaire Submitted for Competition	

3 RFP in Progress

0 Active Orders

Los proveedores pueden ver incidentes y participar en planes de colaboración

- Los proveedores pueden ver las excepciones registradas por los compradores en sus entregas o pedidos.
- Los proveedores pueden ver las tareas asignadas a ellos en los planes de colaboración.



The screenshot displays the OCI Supplier Portal interface. The top navigation bar includes 'General Info.', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The 'Performance' tab is active, and a dropdown menu is open, showing 'Performance Evaluations', 'Incidents', and 'Collaboration Plans'. The 'Incidents' option is highlighted with a red dashed box. The main content area is divided into three sections: 'Announcement' (with a message 'The content is not set'), 'Onboarding Progress' (showing 'Initialized Onboard Pending', 'Enrollment Rev. Review Information', and 'Active Supplier Onboard Complete'), and 'Validations' (with a table of validation items). A yellow warning box in the 'Onboarding Progress' section states: 'The following items require your attention: Missing Mandatory Document(s), Medium Risk Alert on CO2 emissions, Change request in progress'.

Supplier Portal

Performance Evaluations
Incidents
Collaboration Plans

Announcement
The content is not set

Onboarding Progress

Validations [See 2 r](#)

Process	Object	Action	Due date
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMA SITE	Questionnaire Submitted for Competition	
Risk Management Workflow - Version 2	O-I: Category Assessments - Indirect - AMS SITE	Questionnaire Submitted for Competition	

SOLICITAR CAMBIO/ACTUALIZACIÓN DE DATOS DE LA COMPAÑÍA



CI Solicitar cambio de compañía

Puede solicitar en cualquier momento el siguiente cambio/actualización:

- Información de la empresa
- Contacto
- Documentos y certificados
- Información de P2P
- Indicadores financieros
- Cualificaciones

Una vez que haya iniciado sesión, su primer paso es revisar/completar/cambiar inmediatamente todos sus datos

The screenshot displays the 'Company Info' form in a web application. The top navigation bar includes 'General Info.', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The left sidebar lists navigation options: 'Company Information', 'Contacts', 'Documents & Certs.', 'P2P Information', 'Financial Indicators', 'Qualifications', and 'Change Log'. The main form area is titled 'Company Info' and features a 'Save' button, an 'Answer Questionnaire' dropdown, and a 'Request Information Change' button (highlighted with a red dashed border). A yellow warning banner at the top of the form lists three alerts: '- Missing Mandatory Document(s)', '- DUNS number missing', and '- Medium Risk Alert on CO2 emissions'. The form is divided into three main sections: 'Company', 'Address', and 'Legal Information'. The 'Company' section includes fields for Supplier (HEMMERLIN SWISS AG), Legal Name, Website, NAICS Code, MWBE Categories, and Telephone. The 'Address' section includes Address Label (58), Address Line 1 (58, ROUTE DE CHANTEMERLE), Address Line 2, Zip Code (1763), City (GRANGES PACCOT), Country (SWITZERLAND), and Region (Fribourg). The 'Legal Information' section includes Legal Structure, Place Of Registration, Shared Capital, Year Founded, Tax ID Number, and DUNS.

Requerimiento para cambio en la información de la compañía

- Ingrese la razón del cambio
- Todos los cambios bloqueados pueden ser sujetos de cambio

- Ingrese el DUNS number. En caso no tuviera por favor gerere el requerimiento en el siguiente link.



Duns Registration

- El excel esta disponible en : <http://vendors.o-i.com>

- Mensajes de alertas deben ser revisados por el proveedor

Company Info

Company Information

Company

Supplier
HEMMERLIN SWISS AG

Legal Name
en

Website

NAICS Code

MWBE Categories

Telephone

Address

Address Label
58

Address Line 1
58, ROUTE DE CHANTEMERLE

Address Line 2

Zip Code
1763

City
GRANGES PACCOT en

Country
SWITZERLAND

Region
Fribourg

Legal Information

Legal Structure

Place Of Registration

Shared Capital

Year Founded

Tax ID Number

DUNS

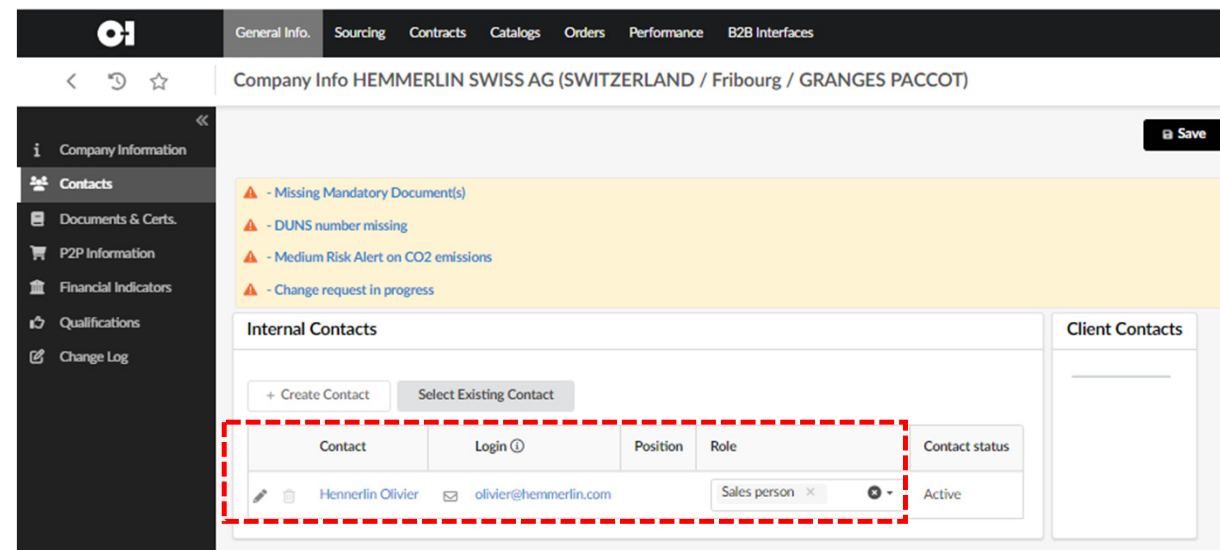
Alerts:

- Missing Mandatory Document(s)
- DUNS number missing
- Medium Risk Alert on CO2 emissions
- Change request in progress

Solicitar cambio de compañía (contactos)

Al menos un contacto es obligatorio para iniciar sesión en Ivalua. Se pueden gestionar varios contactos en función de su función

- Introduzca el nombre de los contactos y sus funciones (cada contrato recibirá su propio nombre de usuario y contraseña)
- Un contacto diferente estaría involucrado en un evento diferente (por ejemplo, un vendedor para recibir una oferta al contado, calidad para recibir un cuestionario de auditoría)



The screenshot shows the Ivalua system interface for 'Company Info HEMMERLIN SWISS AG (SWITZERLAND / Fribourg / GRANGES PACCOT)'. The page includes a navigation menu on the left with options like 'Company Information', 'Contacts', 'Documents & Certs.', 'P2P Information', 'Financial Indicators', 'Qualifications', and 'Change Log'. The main content area displays a list of alerts: '- Missing Mandatory Document(s)', '- DUNS number missing', '- Medium Risk Alert on CO2 emissions', and '- Change request in progress'. Below the alerts, there are two sections: 'Internal Contacts' and 'Client Contacts'. The 'Internal Contacts' section has buttons for '+ Create Contact' and 'Select Existing Contact'. A table below shows the following data:

Contact	Login	Position	Role	Contact status
Hennerlin Olivier	olivier@hemmerlin.com		Sales person	Active

OC Solicitar cambio de empresa (documentos y certificados)

Puede adjuntar cualquier documento o certificado.

Algunos documentos son obligatorios (marcados con *), como el certificado bancario

The screenshot displays the 'Company Info' page in the OC system. The top navigation bar includes 'General Info', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The left sidebar lists various sections: 'Company Information', 'Contacts', 'Documents & Certs.', 'P2P Information', 'Financial Indicators', 'Qualifications', and 'Change Log'. The main content area shows a 'Company Info' header with 'Save' and 'Answer Questionnaire' buttons. Below this, a yellow warning banner lists missing mandatory documents: 'Missing Mandatory Document(s)', 'DUNS number missing', 'Medium Risk Alert on CO2 emissions', and 'Change request in progress'. A search bar with 'Keywords' and 'Status' filters is present, along with checkboxes for 'Archived Documents' and 'Missing Required Documents'. The 'Company' section features an 'Add Document' button and a table of document types:

Att.	Document Type	Document Name	Begin Date	Expiration Date	Owner	Status
	Bank Certificate *					
	Udaje o subjektech DPH / Data on subjects VAT *					
	Supplier Request Form *					
	Certificate of Incorporation *					

Below the table, there are sections for 'MWBE Certifications', 'Certifications', and 'Other Documents', each with an 'Add Document' or 'Add Documents' button and a '0 Record(s)' indicator.

CI Solicitar cambio de empresa (información de empresa a empresa)

- Puede actualizar su información bancaria en tiempo real
- Todos los demás campos desbloqueados pueden estar sujetos a solicitud de cambio

Company Change Request

Save Cancel Change Request Submit

- DUNS number missing
- Medium Risk Alert on CO2 emissions

Order Address

Use Company Information Address

Address Label

Address Line 1

Address Line 2

Zip Code City en

Country State/Province

Payment Address

Use Company Information Address

Address Label

Address Line 1

Address Line 2

Zip Code City en

Country State/Province

Purchasing Information

Incoterm Incoterm Location

Incoterm 2 Incoterm 2 Location en

Catalog Access SCAC - Transport

Email transport@hammerlin.ch

Telephone Preferred Transmission Type

Banking Information

+ Add Banking Information

Bank Name	Clearance Agency	IBAN	Account Number	Routing Number	Status
		CH570023232379437860X	23379437860X	00213	Validated

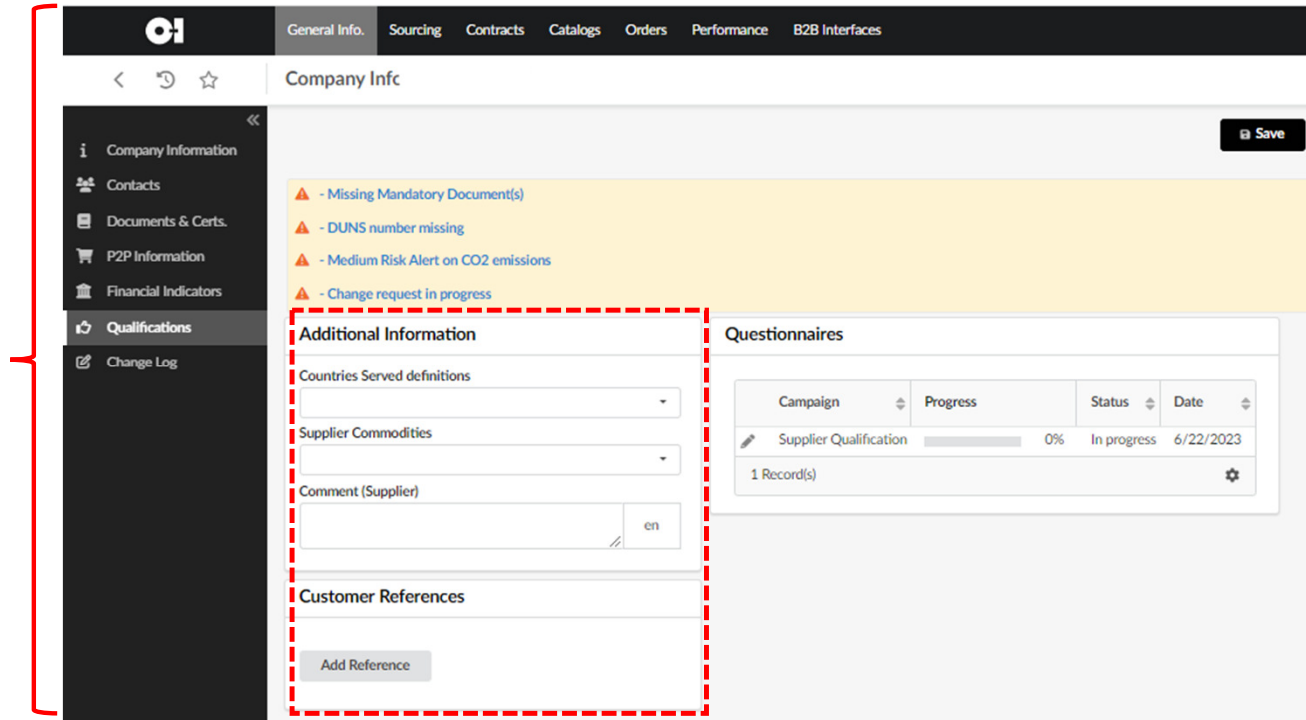
1 Record(s)

Una vez completada la solicitud de cambio, haga clic en **Submit**

✓ Data has been saved
i Validated successfully

Solicitar cambio de compañía (calificaciones)

- Puede actualizar los países a los que puede servir
- Los productos que usted puede suministrar
- Referencia del cliente



The screenshot displays the 'Company Info' page in a system. The top navigation bar includes 'General Info.', 'Sourcing', 'Contracts', 'Catalogs', 'Orders', 'Performance', and 'B2B Interfaces'. The left sidebar lists 'Company Information', 'Contacts', 'Documents & Certs.', 'P2P Information', 'Financial Indicators', 'Qualifications', and 'Change Log'. The main content area shows a 'Company Info' header with a 'Save' button. Below the header, there are four alerts: '- Missing Mandatory Document(s)', '- DUNS number missing', '- Medium Risk Alert on CO2 emissions', and '- Change request in progress'. The 'Additional Information' section contains a dropdown for 'Countries Served definitions', a dropdown for 'Supplier Commodities', and a text field for 'Comment (Supplier)'. The 'Customer References' section has an 'Add Reference' button. To the right, the 'Questionnaires' section shows a table with columns for Campaign, Progress, Status, and Date. A record for 'Supplier Qualification' is shown with 0% progress and a date of 6/22/2023.



Solicitar cambio de compañía (cambios solicitados)

- En esta pestaña puede ver los cambios solicitados

General Info. Sourcing Contracts Catalogs Orders Performance B2B Interfaces

< ⌚ ☆ Company Change Request

Company Information
P2P Information
Changes Requested

✓ Data has been saved
Validated successfully

⚠ - DUNS number missing
⚠ - Medium Risk Alert on CO2 emissions

Object label	Old Value	New Value
Order Address		
Status		[val]
Payment Address		
Status		[val]
Main Address		
Longitude		7.14
Latitude		46.82
insertion_date		6/22/2023 6:46:22 AM
Order Address		
insertion_date		6/22/2023 7:03:14 AM
Payment Address		
insertion_date		6/22/2023 7:03:14 AM
Banking Information		
Payee Name		UBS Switzerland AG
Bank Name		UBS Switzerland AG
		15 Record(s) ⚙

Operaciones que los proveedores no pueden realizar

Los proveedores no pueden :

- Consulte los datos de otros proveedores, aunque compartan las mismas cualificaciones.
- Vea sus evaluaciones de rendimiento.
- Consulte Solicitudes de Compra (sólo pedidos).
- Solicitar Renovación de Contrato.
- Solicitar acceso a RFxs que no sean públicas si no se les invita.

Enlace de base de datos de formación de lvalua que se va a agregar

RESPONDER CUESTIONARIOS



Tipos de cuestionario

Se puede pedir a los proveedores que respondan varios tipos de cuestionarios:

- RFX: Para proporcionar información, propuesta, presupuesto
- Autoauditorías: Para proporcionar información para la evaluación del proveedor o preparar el terreno para una auditoría in situ
- Recopilación de datos: Seguridad de TI, sostenibilidad, emisiones de alcance 3, etc.
- Encuestas de satisfacción de proveedores

Los cuestionarios pueden variar en la forma (preguntas cerradas / abiertas, selección de una lista, marcar la casilla, ...) pero la metodología de respuesta es la misma para todos.

¿Cómo acceder?

Las notificaciones aparecerán bajo el icono de campana (1)

Son visibles en el submenú Validaciones Pendientes (2)

La descripción puede variar en función del tipo de cuestionario (3)

Acceda al cuestionario haciendo clic en el lápiz o en la descripción del objeto (4)

The screenshot displays a 'To do list' interface. At the top right, a notification bell icon (1) is visible. Below it, a sub-menu (2) contains 'Pending validations' with a red badge showing '9+'. The main area features a table with columns: Process, Object, Action, Forwarded on, Action's date (UTC+2), Due date, and Status. The table contains 17 records. Annotations 3 and 4 point to the pencil icon and the 'Object' column description in the second and third rows, respectively.

Process	Object	Action	Forwarded on	Action's date (UTC+2)	Due date	Status
Collaboration Plan	Omco Quality System Audit Test corrective action	Plan Submission	7/29/2023			
Evaluations	Supplier Quality Mould Technical Evaluation - SIBELCO SAINT ROMAIN LE-PUY	Questionnaire Response	7/19/2023			
Collaboration Plan	RCCA required	Plan Submission	7/19/2023			
Collaboration Plan	100% control for next 3 del.	Plan Submission	7/12/2023			
Evaluations	Supplier Quality System Audit - Omco International N.V.	Questionnaire Response	7/11/2023			
Collaboration Plan	1005 control is required	Plan Submission	7/10/2023			
Incident Management	test incident 07.07.2023	Supplier Review	7/7/2023			
Collaboration Plan	Action after incident -	Plan Submission	7/7/2023			
Incident Management	ID 33- Supplier reject	Supplier Review	6/29/2023			
Incident Management	test Magda	Supplier Review	6/28/2023			
Collaboration Plan	do reklamacji dzialania	Plan Submission	6/27/2023			
Collaboration Plan	test	Plan Submission	6/27/2023			
Incident Management	Test 27.06.2023 - Supplier create collab plan for incident	Supplier Review	6/27/2023			
Collaboration Plan	Testing against 862526	Plan Submission	6/16/2023			
Banking Information Validation	Omco International N.V. - Brussels	Creation	6/15/2023			

¿Cómo responder?

Una vez que aparece el formulario, se puede acceder al cuestionario directamente (1) o a través del archivo Excel (2)

En caso de acceso directo, las respuestas deben proporcionarse directamente en el sistema

En caso de utilizar Excel, las respuestas se pueden proporcionar fuera de línea

The screenshot displays a web application window titled "Evaluation : Supplier Quality System Audit". On the left, a sidebar shows a "Scoring Context" menu with "Support" (0/1) and "Operation" (0/3) items. The main content area is divided into two sections. The top section, "Scoring Context", contains a table with the following data:

Campaign	Supplier
Supplier Quality System Audit	Omco International N.V.
Evaluated Period	Answered by
January 2023	carlos juan
Organization	Commodity
Improvement Plans	

The bottom section, "Answer Questionnaire", features a green "Access Questionnaire" button (labeled 1) and two download links (labeled 2): "Download in Excel 2007-2010 format (xlsx)" and "Download in Excel 97-2003 format (xls)". A "Submit" button is located in the top right corner of the main content area.

¿Cómo responder?

Se deben proporcionar respuestas en el sistema a todas las preguntas. Tenga en cuenta las preguntas obligatorias marcadas con estrellas (1)

Para pasar a la siguiente pregunta, haga clic en el botón Siguiente (2)

Una vez finalizado, haga clic en el botón Enviar (3)

El formulario se puede rellenar en varias sesiones. Utilice el botón Cerrar (4) para guardar el

formulario sin enviar.

Evaluation : Supplier Quality System Audit

4 3

Scoring Context

Support 0 / 1

Operation 0 / 3

Support

Creation and Maintenance

[GQT_813.01] Is there a documented procedure to manage the documented information (documents) that includes, but is not limited to document approval, review and update, change control and level of review?

Auditor to review the document control procedure. ISO 9001 Reference 7.5.2. Yes = The plant has a document control procedure and keeps critical documentation updated. No = The plant does not have a document control procedure and does not keep documentation updated.

Not Applicable

Score*

Comment

2

¿Cómo responder?

Si responde con Excel, debe proporcionar comentarios en todas las pestañas abiertas (1).

Todas las celdas blancas son obligatorias (2)

Una vez finalizado, el archivo se guardará con el mismo nombre y formato.

Luego se puede guardar en Ivalua (3) y enviar (4)

2

Code	Field Label	Description / Instructional Text	Not Applicable	Answer
	Creation and Maintenance			
GQT_813.01	Is there a documented procedure to manage the documented information (documents) that includes, but is not limited to document approval, review and update, change control and level of review?	Auditor to review the document control procedure.ISO 9001 Reference 7.5.2.Yes = The plant has a document control procedure and keeps critical documentation updated.No = The plant does not have a document control procedure and does not keep documentation updated.		

Evaluation : Supplier Quality System Audit

Scoring Context

Support 0/3

Operation 0/3

Close Submit 4

Scoring Context

Campaign Supplier Quality System Audit Supplier Omco International N.V.

Evaluated Period January 2023 Answered by carlos juan

Organization Commodity

Improvement Plans

Answer Questionnaire

Download in Excel 2007-2010 format (xlsx)

Access Questionnaire OR Click or Drag to add a file 3

GESTIONAR PROPUESTAS – PROVEEDOR



Para responder a un RFX, vaya al proyecto que va a ofrecer

Keywords Proposal Progress RFX Status

Open for Bidding On Hold Search Reset

Filters RFX Status: Open for Bidding On Hold

Proposal Progress	Sourcing Project	Lot #	Round #	RFX Name	RFX Status	Remaining Time	Begin (UTC+2)	End (UTC+2)	My Bid	My Rank	Best Bid	For
Submitted Proposal	BPM000318	2	1	Moulding 2nd Test Fabian	Open for Bidding	6d 13h 55min 14s	7/24/2023 9:59:08 AM	7/31/2023 12:00:00 AM	10,200.00 EUR	n.a.	n.a.	
Submitted Proposal	BPM000370	1	1	MRO Test 1 - Electrical	Open for Bidding	3d 18h 55min 14s	7/21/2023 5:00:00 AM	7/28/2023 5:00:00 AM	5,060.00 USD	n.a.	n.a.	
Submitted Proposal	BPM000330	2	1	Test for Excel creation	Open for Bidding	37d 13h 55min 14s	7/21/2023 10:38:38 AM	8/31/2023 12:00:00 AM	1,850,000.00 EUR	n.a.	n.a.	
Awaiting Acknowledgment	BPM000347	1	1	Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART	Open for Bidding	0d 13h 55min 14s	7/21/2023 12:00:00 AM	7/25/2023 12:00:00 AM	0.00 EUR	n.a.	n.a.	
In Progress	BPM000360	1	1	TEST_Adrie_Pricing Grid_20230720	Open for Bidding	21d 13h 55min 14s	7/20/2023 12:00:00 AM	8/15/2023 12:00:00 AM	0.00 USD	n.a.	n.a.	
Submitted Proposal	BPM000359	1	1	UAT SCG01 PACKAGING Again Kris	Open for Bidding	6d 13h 55min 14s	7/20/2023 4:15:43 PM	7/31/2023 12:00:00 AM	2,247.50 USD	n.a.	n.a.	



Consulta la información general sobre el proyecto

Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART (BPM000347) - Lot : 1 / Round...

Save Download all contents of this RFx

Remaining time : 0d 13h 49min 59s - No proposal has been submitted

Acknowledgement

To answer to this RFx, please acknowledge receipt

I acknowledge receipt of this RFx

RFx General Information

Code
BPM000347
RFx Name
Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART
Lot #
1
Round #
1
Begin
7/21/2023 12:00:00 AM (UTC+2)
End
7/25/2023 12:00:00 AM (UTC+2)
Summary
Process
Mould bidding process

RFx Documents

0 Record(s)

RFx Links

View Quotation Form

General Info. Sourcing Contracts Catalogs Orders Performance B2B Interfaces

Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART (BPM000347) - Lot : 1 / Round...

Save Download all contents of this RFx

Remaining time : 0d 13h 49min 19s - No proposal has been submitted

Acknowledgement

To answer to this RFx, please acknowledge receipt

I acknowledge receipt of this RFx

Status

In progress × Submitted × Search Reset

Requests

Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART 1 ×

0 Record(s)

Para responder a una solicitud de información, confirme el código

Remaining time: 0d 13h 48min 43s - No proposal has been submitted

Acknowledgement

To answer to this RFx, please acknowledge receipt

General Information

Label

Validity End

Description

Supplier Documents

In order to be able to submit an offer/proposal, you must confirm your willingness to submit an offer/proposal.

Remaining time: 0d 13h 45min 47s - No proposal has been submitted

Receipt acknowledged on 7/24/2023 10:13:51 AM (UTC+2)

To answer to this RFx, please confirm that you intend to bid.

WILL BID: our intent is to respond to this RFx.

NO BID: we will not be able to respond to this RFx.

RFx General Information

Code: BPM000347

RFx Name: Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART

Lot #: 1

Round #: 1

Begin: 7/21/2023 12:00:00 AM (UTC+2)

End: 7/25/2023 12:00:00 AM (UTC+2)

Summary

Process: Mould bidding process

Acknowledgement: 7/24/2023 10:13:51 AM (UTC+2)

RFx Documents

RFx Links

[View Quotation Form](#)

marked the box WILL BID if you confirm submitting the offer or NO BID if you do not intend to submit it

Remaining time: 0d 13h 40min 18s - No proposal has been submitted

Acknowledgement

Submission acknowledged on 7/24/2023 at 10:13 AM

Supplier Documents

General Information

Label*: Proposal # 1

Validity End

Description

if needed documents can be added here

Para responder a un RFX, rellene una cuadrícula

Remaining time : 0d 13h 39min 37s - No proposal has been submitted

Export / Import

Download in Excel 2007-2010 format (xlsx)
Download in Excel 97-2003 format (xls)

Drop here your quotation form (in Excel format)
Click or Drag to add a file

Currency* Total
Euro (EUR) Total per currency

Keywords Show unanswered items only

Moulds components

0 Selected

Type	Code	Label	Qty	Unit	Comments	Deliv. date	Delivery date confirmation	Supplier delivery date (if different then requested)	Unit price	Amount	Supplier Comments
Required Item	3036328	BL.502336.10G220.CI800	40.00000	PC	N/A	8/24/2023	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	<input type="text"/>		<input type="text"/>
Required Item	3002689	BM.G5001209.10G50T.CL	50.00000	PC	N/A	8/24/2023	<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	<input type="text"/>		<input type="text"/>

2 Record(s)

sample Grid - may contain more or less columns with different information

Para responder a un RFx, rellene una cuadrícula (pasos siguientes)

The screenshot shows a software interface for responding to an RFx. At the top, there are four buttons: 'Save' (highlighted with a red box and labeled '2'), 'Download all contents of this RFx', 'Validate & Submit Proposal' (highlighted with a yellow box and labeled '3'), and 'Cancel Proposal'. Below these is a status bar showing 'Remaining time: 0d 13h 36min 42s' and 'No proposal has been submitted'. The main area is divided into sections: 'Export / Import' with download options for Excel formats and a file upload area; 'Currency' set to Euro (EUR) with a 'Total per currency' button; 'Keywords' with a search bar and 'Search' button; and 'Moulds components' which contains a table of items. The table has columns for Type, Code, Label, Qty, Unit, Comments, Deliv. date, Delivery date confirmation, Supplier delivery date, Unit price, Amount, and Supplier Comments. Two items are listed, with the second row's 'Delivery date confirmation' and 'Supplier delivery date' fields highlighted by a purple box and labeled '1'. A '0 Selected' indicator is above the table. At the bottom left, there is a '2 Record(s)' indicator.

Remaining time : 0d 13h 36min 42s - No proposal has been submitted

Save Download all contents of this RFx Validate & Submit Proposal Cancel Proposal

Export / Import

Download in Excel 2007-2010 format (xlsx)
Download in Excel 97-2003 format (xls)

Drop here your quotation form (in Excel format)
Click or Drag to add a file

Currency* Total
Euro (EUR) Total per currency

Keywords
Show unanswered items only Search Reset

Moulds components

0 Selected

Type	Code	Label	Qty	Unit	Comments	Deliv. date	Delivery date confirmation	Supplier delivery date (if different then requested)	Unit price	Amount	Supplier Comments
Required Item	3036328	BL.502336.10G220.CI800	40.00000	PC	N/A	8/24/2023	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="text"/>	150.00		N/A
Required Item	3002689	BM.G5001209.10G50T.CL	50.00000	PC	N/A	8/24/2023	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text" value="8/27/2023"/>	200.00		we can not deliver BM o...

2 Record(s)

Para responder a un RFX, confirmación final

ed items only

Do you really want to submit your proposal?

Once an offer is submitted, it cannot be modified. You will only be able to create a new one.

- 2 / 2 items have been filled.
- Total number of attached documents: 0

Cancel Submit my proposal

Label	Qty	Unit	Comments	Deliv. date	Delivery date confirmation	Supplier delivery date (if different then requested)	Unit price
-------	-----	------	----------	-------------	----------------------------	--	------------

Vayres - 86793 - 75CL CREMANT 012474 G6 - SET/PART (BPM000347) - Lot : 1 / Round...

Save Create a new proposal Other Actions

Info

- Bid Submitted on 7/24/2023 10:26:19 AM
- Your proposal has been successfully submitted. Buyers have been notified. They will acknowledge receipt of the proposal. Access History to view all submitted proposals.

Remaining time : 0d 13h 33min 39s

Acknowledgement

Submission acknowledged on 7/24/2023 at 10:13 AM

Supplier Documents

Progress bar

General Information

- Overview
- History
- Info
- Discussions
- Item
- My Team

GESTIÓN DE CONTRATOS



Portal de proveedores - Validaciones

Para mostrar los acuerdos de contrato compartidos por O-I, utilice la sección VALIDACIONES en el panel de control del portal de proveedores:

The screenshot displays the Supplier Portal dashboard with the following sections:

- Announcement:** The content is not set.
- Onboarding Progress:** Shows three completed steps: Initialized (Onboard Pending), Enrollment Rev. (Review Information), and Active Supplier (Onboard Complete). A yellow warning box indicates items requiring attention: Missing Mandatory Document(s), Medium Risk Alert on CO2 emissions, Change request in progress, and Supplier Expired Documents.
- Validations:** A table with 5 results, highlighted with a green border. A green arrow points to this section from the Onboarding Progress area.

Process	Object	Action	Due date
Main Contract Authoring	Blue Star Amendment #1 - A	Supplier Review	
Main Contract Authoring	Notifications retest #2 - agreement for Germany - retest notifications	Supplier Review	
Main Contract Authoring	CONTRACT WITH SOURCING AWARD - lindsay file	Supplier Review	
Main Contract Authoring	ENVIGADO - CONTRATO	Supplier Review	

Gestión de contratos - Documento de acuerdo

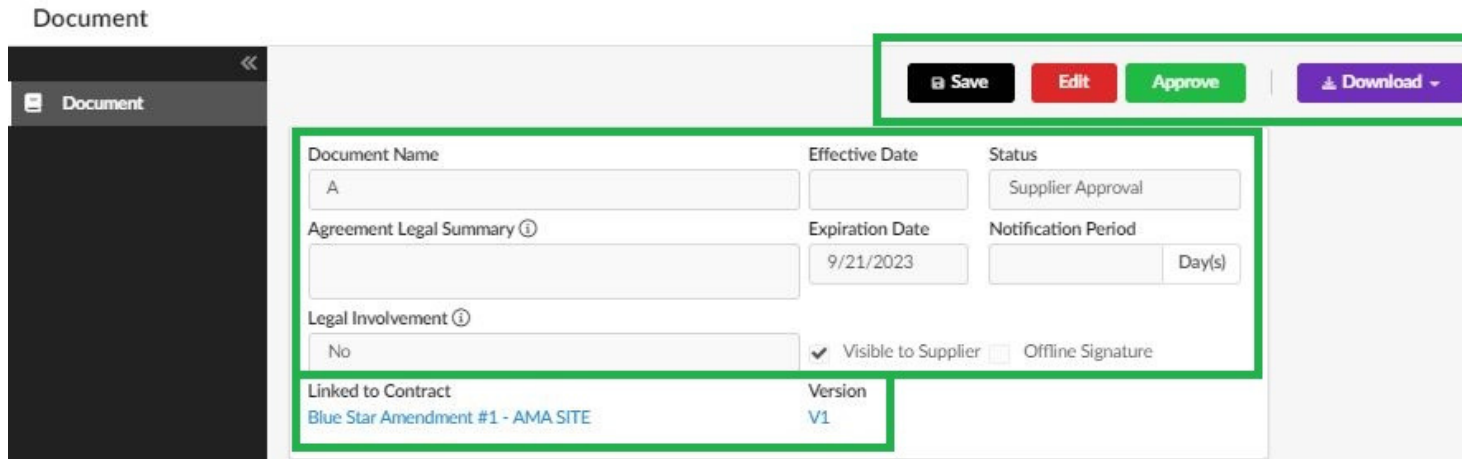
Para actuar sobre el acuerdo, haga clic en el elemento, verá la ventana del documento.

En la parte superior tiene botones activos para realizar las siguientes actividades:

- **DESCARGAR** el documento que ha recibido,
- **APROBAR** acuerdo si no se requieren cambios,
- proponga cambios a través **DE EDIT**.

La información del documento principal y la indicación a qué documento del **ESPACIO DE TRABAJO DE CONTRATO** está enlazado están visibles:

Document



Document Name	Effective Date	Status
A		Supplier Approval
Agreement Legal Summary ⓘ	Expiration Date	Notification Period
	9/21/2023	Day(s)
Legal Involvement ⓘ	<input checked="" type="checkbox"/> Visible to Supplier	<input type="checkbox"/> Offline Signature
No		
Linked to Contract	Version	
Blue Star Amendment #1 - AMA SITE	V1	

Gestión de contratos – Documento de acuerdo

Para ver el documento de acuerdo (versión original propuesta por O-I), utilice la ventana de vista

Document

Document

Save Edit Approve Download

Preview

1 of 6

Il presente Accordo di Riservatezza va customizzato di volta in volta in funzione dell'attività richiesta al fornitore

**ACCORDO DI RISERVATEZZA
(“Accordo”)**

Il presente Accordo

è stipulato il _____, da **O-I Italy S.p.A. del Gruppo O-I** (qui di seguito indicata come “**O-I**”), con sede legale in Origgio, Via 1° Maggio, 18, iscrizione al Registro Imprese di Varese e Codice Fiscale n° 00059020057 – Partita Iva n° 1999790152 e da _____ con sede legale in _____ Via _____ iscrizione al Registro Imprese di _____, Codice Fiscale e Partita IVA n° _____ (qui di seguito indicata come il “**Ricevente**”).

PREMESSO CHE

(A) O-I intende _____ (il “**Progetto**”) presso lo Stabilimento di _____, sito in _____, A questo proposito si rende necessario _____.

(B) O-I intende avvalersi di società _____, ai fini del perfezionamento del **Progetto**. A titolo esemplificativo e non esaustivo le attività richieste al Ricevente - che ai fini di questo Accordo vengono qualificate come “**Attività Rilevanti**” - sono di seguito indicate:

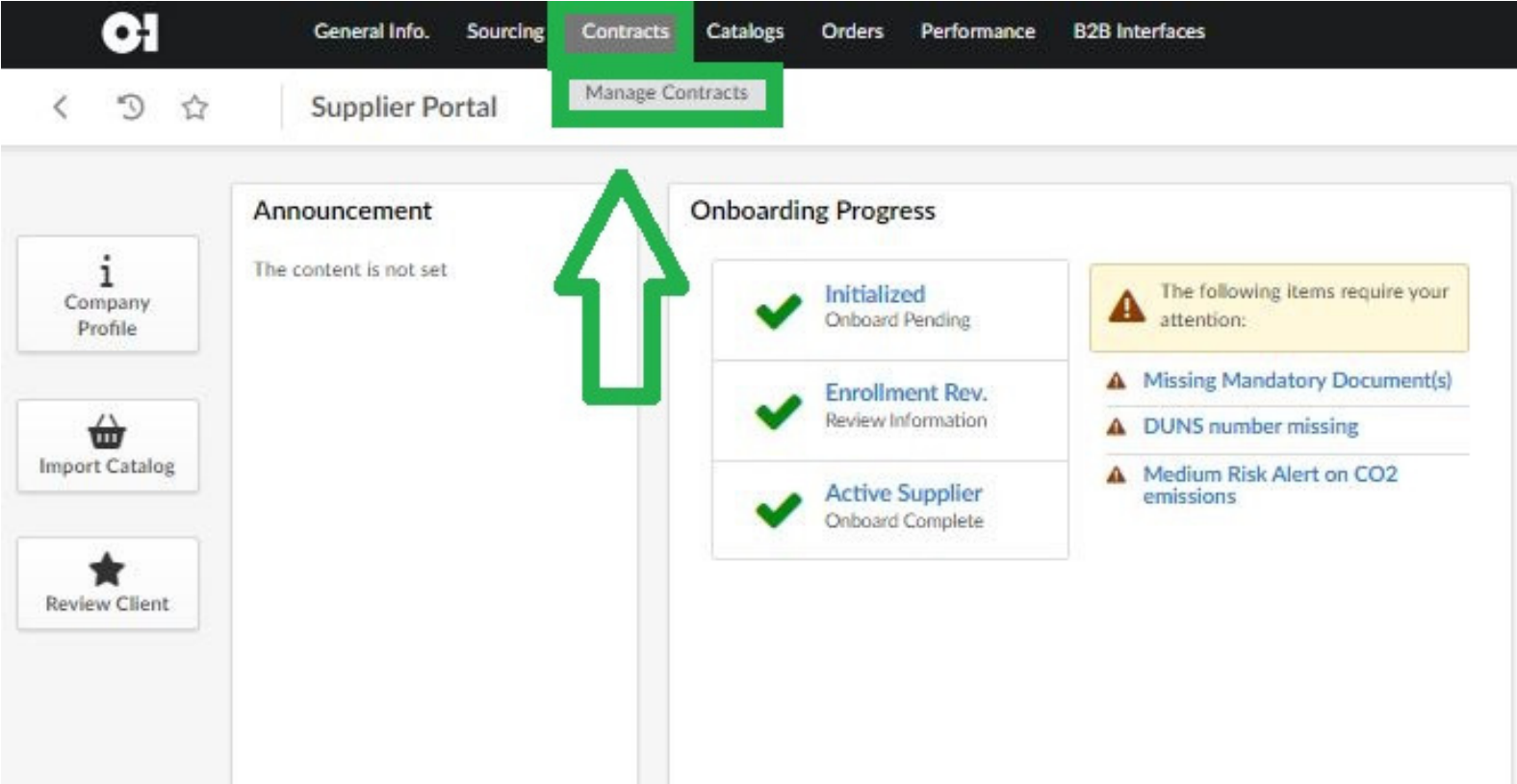
- a. raccolta dei dati e della documentazione necessaria per la predisposizione delle relazioni tecniche da presentare alle Autorità competenti per l'avvio dell'iter autorizzativo ambientale;
- b. verifica dell'assoggettabilità del **Progetto** a Valutazione di Impatto Ambientale - VIA;
- c. supporto ad O-I nello sviluppo del processo di Valutazione di Impatto Ambientale, qualora richiesto dagli Enti di competenza;
- d. supporto ad O-I nello sviluppo della relazione tecnica per la richiesta di modifica dell'Autorizzazione Integrata Ambiente dello Stabilimento di Bari;
- e. supporto ad O-I nel confronto con gli Enti competenti in tutto l'iter autorizzativo.

Il Ricevente, per tutto quanto sopra indicato in merito alle **Attività Rilevanti**, otterrà Informazioni Riservate (come di seguito definite) da O-I e/o dal Gruppo O-I (come di seguito definito):

(C) O-I è disposta a condividere tali Informazioni Riservate con il Ricevente alle condizioni di

Contratos -> Gestionar Contratos

Para examinar los espacios de trabajo de contrato, tiene que utilizar O-I, utilice el menú **CONTRATOS** y **GESTIONAR CONTRATOS**:



The screenshot displays the O-I Supplier Portal interface. At the top, a navigation bar includes the O-I logo and menu items: General Info., Sourcing, **Contracts**, Catalogs, Orders, Performance, and B2B Interfaces. Below this, a sub-navigation bar shows 'Supplier Portal' and a highlighted 'Manage Contracts' button. The main content area is divided into three sections: 'Announcement' (with the text 'The content is not set'), 'Onboarding Progress' (listing 'Initialized Onboard Pending', 'Enrollment Rev. Review Information', and 'Active Supplier Onboard Complete'), and a yellow warning box titled 'The following items require your attention:' containing 'Missing Mandatory Document(s)', 'DUNS number missing', and 'Medium Risk Alert on CO2 emissions'. A large green arrow points upwards from the 'Onboarding Progress' section towards the 'Manage Contracts' button.

Contratos -> Gestionar Contratos

LOS ESPACIOS DE TRABAJO DE CONTRATO (CTRXXXXXX, donde X significa un dígito) se mostrarán en una vista. Haga clic en un elemento para mostrar los detalles:

The screenshot displays the 'Manage Contracts' interface. At the top, there are navigation tabs: 'General Info.', 'Sourcing', 'Contracts', and 'Performance'. The 'Contracts' tab is active. On the right, there are notification and user icons, with the user name 'AMA.S.' visible.

The main area is titled 'Manage Contracts' and includes a search bar. Below the search bar, there are filters for 'Keywords', 'Type', and 'Status'. The 'Status' filter is expanded, showing a list of status options: 'Draft', 'Negotiation in Progress', 'Global Review', 'Signature in Progress', 'Signed', 'Amended', and 'Regional Review'. A 'Search' button and a 'Reset' button are also present.

Below the filters, there is a 'Filters' section showing the selected status filters: 'Draft', 'Negotiation in Progress', 'Global Review', 'Signature in Progress', 'Signed', 'Amended', and 'Regional Review'.

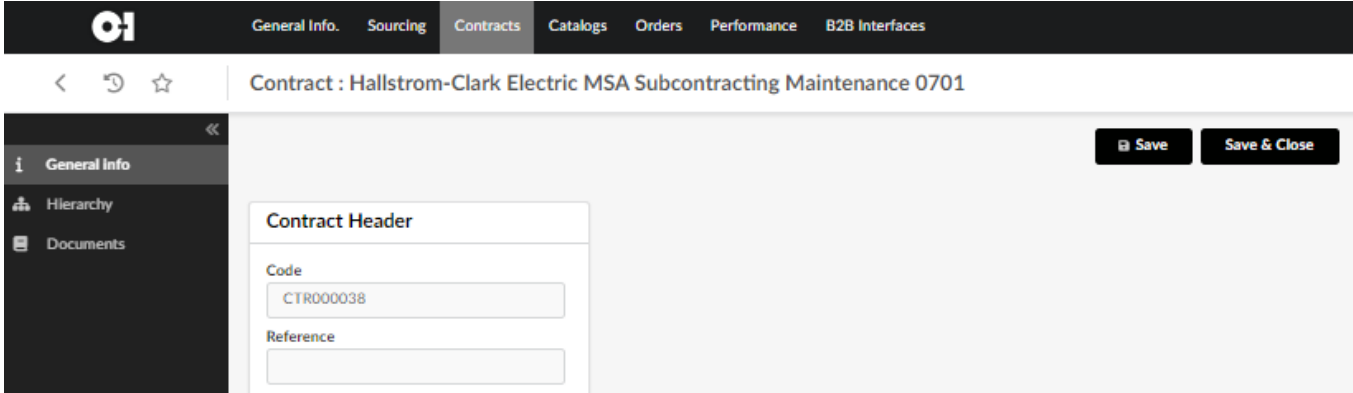
The main content is a table with the following columns: Code, Contract, Type, End Date, Global Contract Amount, Currency, and Status. The table contains 15 rows of contract data.

Code	Contract	Type	End Date	Global Contract Amount	Currency	Status
CTR000623	Copy of Notification #4 2024	Standalone Agreement	8/12/2024	2,750,000.00	US Dollar (USD)	Signature in Progress
CTR000618	Agregados Calcario_Caliza_Peru	Standalone Agreement	8/10/2023	200,000.00	US Dollar (USD)	Draft
CTR000617	Empaque Carton MX RH	Standalone Agreement	9/10/2024	270,000,000.00	Euro (EUR)	Draft
CTR000616	México - Covia - Sand B - 2023	Standalone Agreement	8/31/2024	100,000,000.00	US Dollar (USD)	Signed
CTR000615	MX_VQ_Label_Graforegia	Standalone Agreement	9/10/2024	800,000,000.00	US Dollar (USD)	Draft
CTR000612		Standalone Agreement	8/7/2024	300,000.00	US Dollar (USD)	Draft
CTR000604	3PL ECUADOR 2023	Standalone Agreement	8/31/2024	200,000.00	US Dollar (USD)	Draft
CTR000603	Copy of xxx	Spend Agreement	8/31/2023	2,500,000.00	US Dollar (USD)	Signed
CTR000602	xxx	Spend Agreement	8/31/2023	50,000.00	US Dollar (USD)	Signature in Progress
CTR000601	FF Gomes	Standalone Agreement	8/31/2023	300,000.00	US Dollar (USD)	Signature in Progress
CTR000587-3	Contrato de Fumigación Amendment #3	Spend Agreement	8/10/2025	5,000,000.00	US Dollar (USD)	Signature in Progress
CTR000594	TEST_data save_20230810_Adrie	Master Agreement	12/31/2024		US Dollar (USD)	Draft
CTR000587-2	Contrato de Fumigación Amendment #2	Spend Agreement	8/10/2023	6,000,000.00	US Dollar (USD)	Signed

Descripción general del módulo: Pestañas

Las siguientes pestañas están disponibles en cualquier espacio de trabajo de contrato y para su uso en el módulo dependiendo del tipo de contrato: **Información General, Jerarquía, Documentos / Elementos.**

Ejemplo – Acuerdo maestro (las pestañas visibles son: Información general, Jerarquía, Documentos):



Contract : Hallstrom-Clark Electric MSA Subcontracting Maintenance 0701

General Info. Sourcing Contracts Catalogs Orders Performance B2B Interfaces

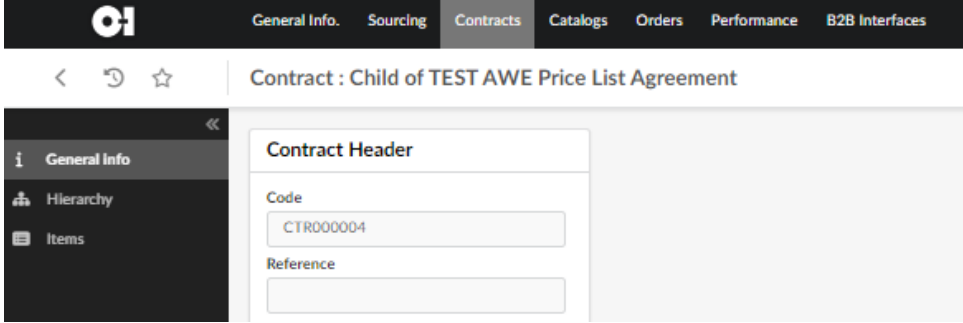
Contract Header

Code
CTR000038

Reference

Save Save & Close

Ejemplo – Acuerdo de lista de precios (las pestañas visibles son: Información general, Jerarquía, Artículos):



Contract : Child of TEST AWE Price List Agreement

General Info. Sourcing Contracts Catalogs Orders Performance B2B Interfaces

Contract Header

Code
CTR000004

Reference

Espacio de trabajo de contrato: Pestaña Información general

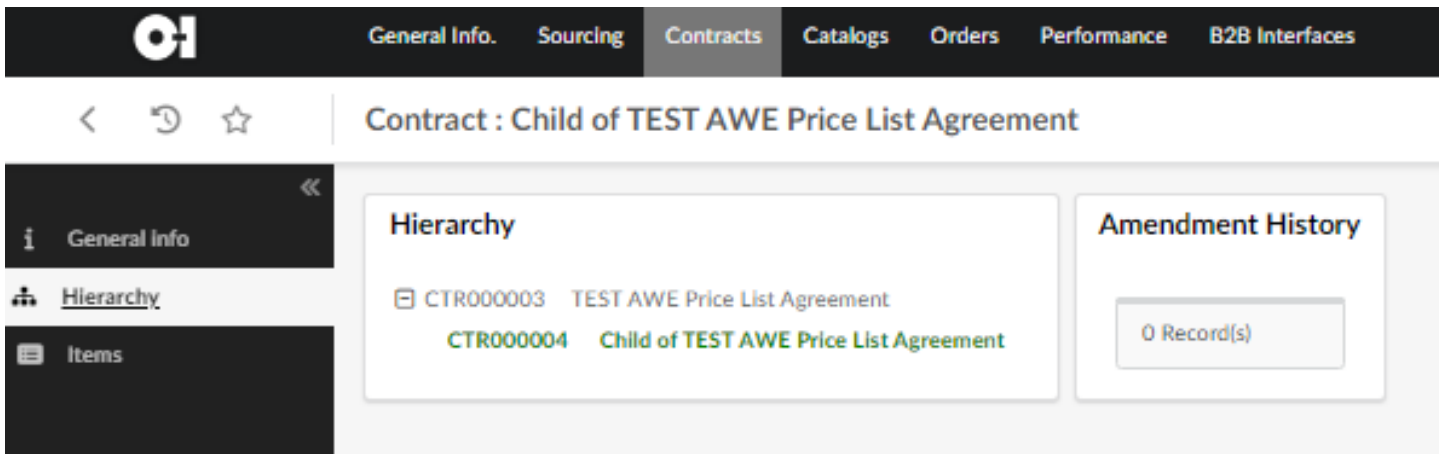
La pestaña **Información general** muestra todos los atributos principales del contrato, no se puede editar para los proveedores:

Contract : Child of TEST AWE Price List Agreement

Contract Header	
Code	CTR000004
Reference	
Contract	Child of TEST AWE Price List Agree...
Type	Pricelist Agreement
Master Contract	TEST AWE Price List Agreement
Contracting Entity	Owens-Illinois General Inc.
National Regulation	
Language	
Status	Signature in Progress
Validity	Running

Espacio de trabajo de contrato: Pestaña Jerarquía

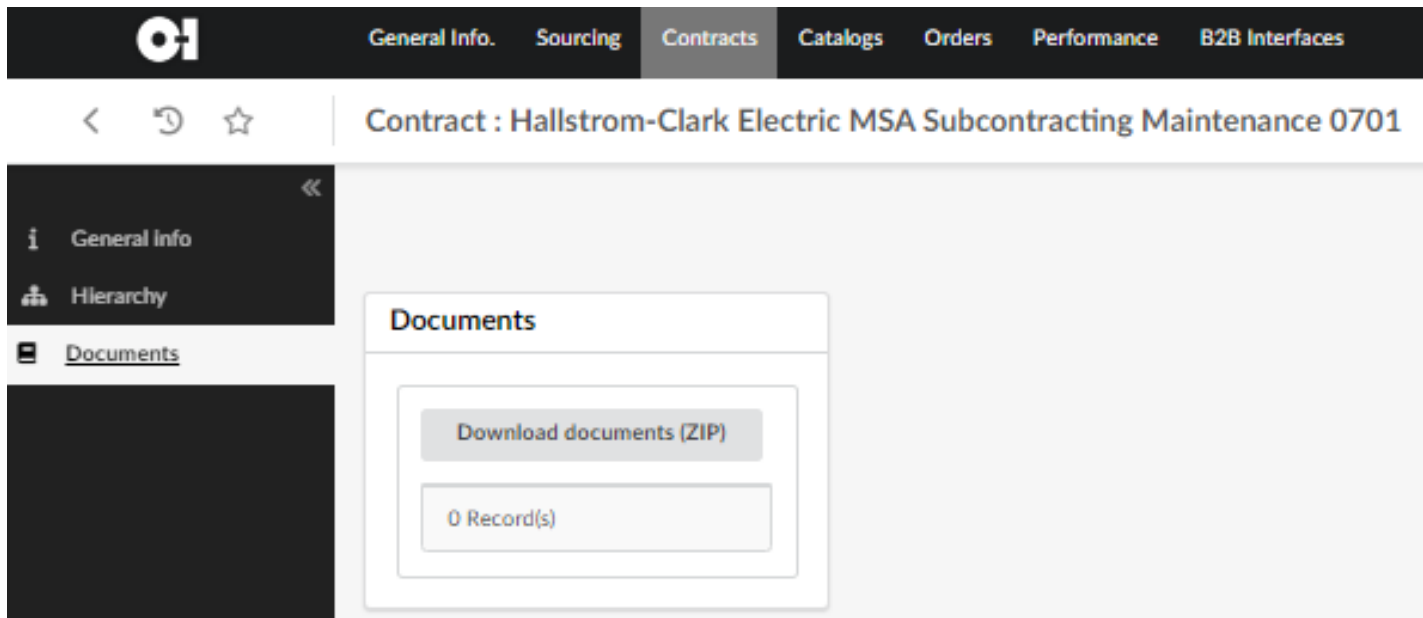
La **pestaña Jerarquía** muestra el enlace entre los contratos (si procede):



The screenshot shows a software interface for contract management. At the top, there is a navigation bar with the CI logo and several tabs: General Info., Sourcing, Contracts (selected), Catalogs, Orders, Performance, and B2B Interfaces. Below the navigation bar, there is a breadcrumb trail with a back arrow, a refresh icon, and a star icon, followed by the text "Contract : Child of TEST AWE Price List Agreement". On the left side, there is a sidebar with three menu items: "General info" (with an information icon), "Hierarchy" (with a tree icon and underlined), and "Items" (with a list icon). The main content area is divided into two panels. The left panel is titled "Hierarchy" and contains a list of contract items: "CTR000003 TEST AWE Price List Agreement" and "CTR000004 Child of TEST AWE Price List Agreement". The right panel is titled "Amendment History" and contains a button that says "0 Record(s)".

Espacio de trabajo de contrato: Separador Documentos

La pestaña **Documentos** enumera todos los documentos asociados con el contrato; a continuación, no hay documentos visibles como ninguno asignado con CW, aunque aquí es donde los documentos aparecerán una vez enviados por O-I. Si hay más que se puede descargar como carpeta ZIP:



The screenshot displays the OI contract workspace interface. At the top, a navigation bar includes the OI logo and tabs for General Info., Sourcing, Contracts, Catalogs, Orders, Performance, and B2B Interfaces. Below this, a breadcrumb trail shows the current contract: Contract : Hallstrom-Clark Electric MSA Subcontracting Maintenance 0701. On the left, a sidebar menu lists General Info, Hierarchy, and Documents. The main content area is titled 'Documents' and contains a 'Download documents (ZIP)' button and a message indicating '0 Record(s)'. The interface is rendered in a light gray color scheme.

CI Espacio de trabajo de contrato: Separador Elementos

La pestaña **Artículos** muestra todos los artículos asociados al tipo de acuerdo de lista de precios:

Contract : Child of TEST AWE Price List Agreement

Payment Type

Payment Terms

Net due in 30 days

Keywords

Show Invalid Items

Commodity	Code	Item	Supplier	Manufacturer	Price	Unit	Lead Time
Sand-Global		BF.900700.08C200.NI806	International Paper		0.00 USD	each	
06-Process Equipment		box	International Paper	International Paper	0.95 USD	each	
2 Record(s)							<input type="button" value="Settings"/>

Firma electrónica de Adobe

Un usuario de O-I puede desear aplicar una **firma electrónica** a un acuerdo.

Los usuarios de O-I pueden seleccionar los documentos que requieren firma marcando la casilla correspondiente, luego pueden hacer clic en “Activar firmas electrónicas” para iniciar el proceso de la ceremonia de firma.

Se le notificará por correo electrónico cuando la solicitud de firma electrónica se active por O-I:


[EXTERNAL] Signature Request CTR#536 has been sent out for signature to John Orbis and Kinga Janiszewska



Adobe Sign <adobesign@adobesign.com>
To: Kinga Janiszewska

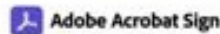
Retention Policy: Delete Mail 1 Year (1 year)

Expires: 06/08/2024

 If there are problems with how this message is displayed, click here to view it in a web browser.



CAUTION: This email originated from outside of O-I. Do not click links or open attachments unless you recognize the sender and know the content is safe.



Your Agreement Has Been Sent for Signature!

- Adobe Acrobat Sign has sent Signature Request CTR#536 to John Orbis and Kinga Janiszewska for signature.
- When all participants have completed Signature Request CTR#536 all parties will receive a final PDF copy by email.

[Click here](#) to view this document online in your Adobe Acrobat Sign account.

You can always [login to Adobe Acrobat Sign](#) to:

- Check the status of this document.
- Set up a reminder informing another party that you are waiting for their signature.
- Share your agreements with a colleague.

[Click here](#) to view this document online in your Adobe Acrobat Sign account.

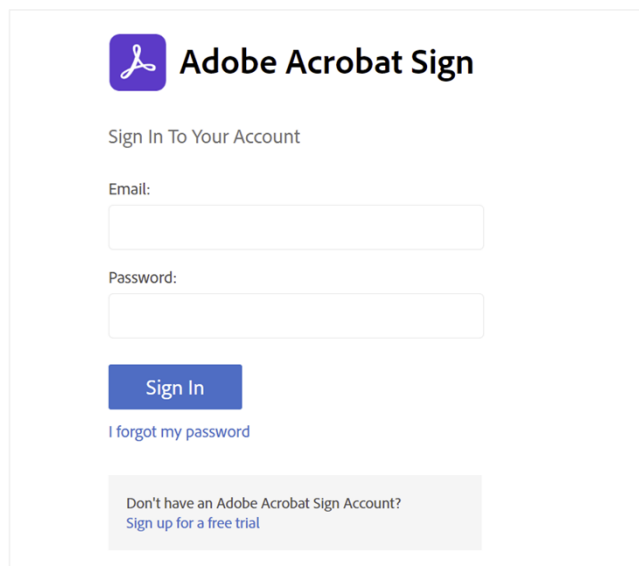
You can always [Login to Adobe Acrobat Sign](#) to:

- Check the status of this document.
- Set up a reminder informing another party that you are waiting for their signature.
- Share your agreements with a colleague.



Firma electrónica de Adobe

Una vez iniciado el proceso de firma electrónica para un documento, se le dirigirá a iniciar sesión en **Adobe Acrobat Sign**, donde O-I asignará el firmante del proveedor y donde en el documento se requerirá la firma inicial:



The screenshot shows the Adobe Acrobat Sign login interface. At the top left is the Adobe Acrobat Sign logo, which consists of a purple square with a white stylized 'A' icon followed by the text 'Adobe Acrobat Sign'. Below the logo is the heading 'Sign In To Your Account'. There are two input fields: 'Email:' followed by a white text box, and 'Password:' followed by a white text box. Below the password field is a blue 'Sign In' button. Underneath the button is a link that says 'I forgot my password'. At the bottom of the form area is a light gray box containing the text 'Don't have an Adobe Acrobat Sign Account?' and a link that says 'Sign up for a free trial'.

Finalmente, una vez que ambas partes firman el documento, la fecha de la firma se transmite a Ivalua, el documento está disponible para su descarga y marcado con un estado “Finalizado”.



GESTIÓN DE INCIDENTES Y PLANES DE COLABORACIÓN







La lista de todas las actividades abiertas está disponible en VALIDACIONES (1)

- ❑ GESTIÓN DE INCIDENTES (2) – Permite informar de los problemas que surjan en la relación con el proveedor.
- ❑ PLAN DE COLABORACIÓN (3): Ofrece oportunidades para trabajar junto con los proveedores y las partes interesadas internas (funciones como ingeniería, calidad, logística) para:
 - abordar incidentes: plan de acción correctiva
 - mejorar el rendimiento – plan de mejora
 - controlar los riesgos del proveedor – plan de mitigación
 - colaborar en innovaciones – plan de innovación
 - Trabajar hacia el desarrollo de nuevos productos – Introducción de nuevos productos

Para abrir un incidente específico o un plan de colaboración, se debe utilizar un lápiz (4). Los detalles se encontrarán en la ventana abierta con la posibilidad de rellenar datos específicos.

Validations **1** [See 11 results](#)

	Process	Object	Action	Due date
2	 Incident Management	test 27.07.2023	Supplier Review	
4	 Incident Management	Edit incident SQP	Supplier Review	
	 Incident Management	ex	Supplier Review	
3	 Collaboration Plan	example	Plan Submission	



GESTIÓN DE INCIDENTES

Una vez como proveedor, revisará los detalles del incidente, debe tomar la decisión sobre el incidente:

- **Rechazar** (1) – si no está de acuerdo con el incidente. En caso de que se rechace el incidente, el director de calidad del proveedor estará involucrado y podría volver con información adicional.
- **Aprobar** (2): Si está de acuerdo con el incidente.

Junto con la decisión, agregue **comentarios** con la **justificación de la decisión** (3) y **los archivos adjuntos** (4).

Para incidentes con gravedad 3 y gravedad 4, adjunte siempre el informe RCCA (causa raíz y acción correctiva) con los resultados de la investigación y la determinación de la acción correctiva.

Si algún **costo** va a estar asociado al incidente, verá la cantidad en „costo total incurrido”.

Los costos pueden estar bajo cálculo, luego se proporcionarán en la descripción del incidente y se actualizarán más adelante.

Total Cost Incurred

Para incidentes con costes asociados, adjunte **NOTA DE CRÉDITO** como anexo (4).

1

2

The screenshot shows a web interface for incident management. At the top right, there are buttons for 'Save', 'Save & Close', 'Close', 'Reject' (highlighted with a red box and callout 1), and 'Approve' (highlighted with a green box and callout 2). The main form contains several sections:

- Order**: A text input field.
- Commodity Scope (Incident)**: A dropdown menu with '05 - 05-Moulds' selected.
- Organizational Scope (Incident)**: A dropdown menu with 'Jaroslaw' selected.
- Creation Date**: A date field showing '6/28/2023'.
- Acknowledgement Date**: A date field with a calendar icon, highlighted with a red box and callout 5.
- Owner**: A dropdown menu with 'SQP 1' selected.
- Delegate to**: A dropdown menu.
- Resolution**: A large text area.
- Associated Corrective Action Plans**: A text area.
- Comments**: A section with a text area and a 'Save' button, highlighted with a red box and callout 3.
- Attachments**: A section with a 'Click or Drag to add files' button and a 'Save' button, highlighted with a red box and callout 4.

3

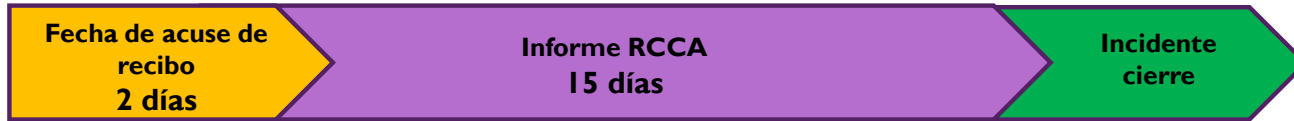
4

5



GESTIÓN DE INCIDENTES

Respete el siguiente marco de tiempo



PLAN DE ACCIÓN CORRECTIVA ASOCIADO

Para incidentes específicos por parte del equipo de calidad del proveedor, se puede abrir el **plan de acción correctiva de decisión** (1).

Si habrá un plan de acción correctiva asociado al incidente, el incidente no se podrá cerrar antes de la aprobación de la acción correctiva. Aparecerá una alerta de bloqueo. El plan de acción correctiva debe completarse antes de cerrar el incidente (2).

The screenshot shows a web interface for incident management. At the top, there are buttons for 'Save', 'Save & Close', 'Close', 'Reject', and 'Approve'. A yellow warning banner with a red border and a red exclamation mark icon contains the message: '- Associated Corrective Action Plan has not been approved by supplier'. Below this, the interface is divided into three main sections: 'Origin', 'Incident Description', and 'Outcome'. The 'Incident Description' section includes fields for 'Incident Label', 'Incident Description', 'Incident Type', 'Creation Date', 'Acknowledgement Date', and 'Total Cost Incurred'. The 'Outcome' section includes 'Status', 'End Date', and 'Resolution'. A table titled 'Associated Corrective Action Plans' is highlighted with a red box and contains the following data:

Plan Name	Plan Type	Start Date	Status
example	Corrective Action Plan	7/26/2023	In progress

Numbered callouts: '1' points to the 'Associated Corrective Action Plans' table, and '2' points to the warning banner.

O-I PLAN DE COLABORACIÓN

Cada tipo de plan de colaboración tendrá información general con los detalles del plan (1) y el equipo y la tarea asignados para un plan específico (2). Como proveedor, debe tomar la decisión de planificar la colaboración: Rechazar si no está de acuerdo o enviar si aprueba el plan. Debe actualizar las tareas y hacer clic en „guardar” una vez que desee guardar los cambios introducidos y notificar a O-I sobre las actualizaciones en el plan.

The screenshot shows the 'Collaboration Plan: example' form. Callout 1 points to the 'General Info.' tab, and callout 2 points to the 'Team & Tasks' tab. The form contains several sections: 'Plan Description' with fields for Plan Type (Corrective Action Plan), Plan Label (example en), Status (In progress), Start Date (7/26/2023), and End Date; 'Scope' with Organizations (Jaroslaw) and Commodities (05 - 05-Moulds); and 'Origin' with Incident (ex). At the top right, there are buttons for 'Save', 'Save & Close', 'Reject', and 'Submit'. The 'Reject' and 'Submit' buttons are highlighted with a red box.

En la pestaña de equipo y tarea encontrará qué tarea se le asignó (3) y puede **editar la tarea** haciendo clic en el lápiz (4). Como proveedor, debe completar la tarea requerida (4), actualizar el estado (5) y proporcionar la evidencia requerida.

The screenshot shows the 'Tasks List and Timing' table. Callout 3 points to the 'Assigned to' column, callout 4 points to the edit icon (pencil), and callout 5 points to the 'Exec Status' column. The table has the following columns: Export, Type, Step, Description, Manager, Assigned to, Planned Start Date, Planned End Date, Initial Workload (md), Progress, Order, Exec Status, and Parent Task. The data row shows: Action report, Magdalena NICZYPORUK, Supplier, 7/26/2023, 7/27/2023, 1, Done. The 'Step' column is highlighted with a red box, and the 'Assigned to' cell is highlighted with a purple box. The 'Exec Status' cell is highlighted with a red box. The 'Action report' cell is highlighted with a red box, and the edit icon is also highlighted with a red box.

Export	Type	Step	Description	Manager	Assigned to	Planned Start Date	Planned End Date	Initial Workload (md)	Progress	Order	Exec Status	Parent Task
	Action	report		Magdalena NICZYPORUK	Supplier	7/26/2023	7/27/2023			1	Done	

PLAN DE COLABORACIÓN

Puede agregar nuevas tareas en la ventana de edición de tareas mediante el botón „Guardar y nuevo” (1). Para una tarea específica que se le haya asignado, debe actualizar el estado de la tarea (2), agregar comentarios a la tarea (3), agregar anexos si es necesario (4) y actualizar las fechas de ejecución (5).

1

Edit task

Save Save & Close Close Save & New

Code TO Step* report en

Type Action 2 Status Done

Manager Magdalena NICZYPORUK Assigned to

Description en

Parent Task Initial Workload (md) md. 3

Previous Task Real updated load (man-days) md.

Progress %

Dates

	Begin date	End date	Duration (days)
Planned	Planned Start Date* 7/26/2023	Updated end* 7/27/2023	Duration 1
Updated	Revisited Start Date	Updated end date	Revisited Duration
Actual	Executed Start Date	Executed End Date	Duration 5

Comments

Comment

4 Click or Drag to add files Save

INVITACIONES ECOVADIS



¿Qué es Ecovadis?

Ecovadis es la compañía de calificaciones de sostenibilidad que ha sido seleccionada por O-I para apoyar nuestras iniciativas de Compras Sostenibles.

Los proveedores seleccionados que están dentro del alcance del proyecto O-I pueden ser contactados a través de Ivalua con una invitación para participar en el programa.

Una vez invitado a través de la plataforma Ivalua, el proceso de evaluación que termina con la calificación es completamente gestionado por la empresa Ecovadis.

O-I espera que los proveedores seleccionados inscriban el proyecto y obtengan la calificación de manera oportuna. En esta etapa, el nivel de puntuación no es crítico.

Para obtener más información sobre Ecovadis, el proceso de evaluación, los costos y los beneficios, visite la página principal de Ecovadis o póngase en contacto con O-I.