

1.1. Supplier registration


This document explains how to register with Ariba Network and complete your one-time registration with the Fraunhofer-Gesellschaft on Ariba Network after creating an account.

If you have problems registering with Ariba Network or Fraunhofer, contact onboarding@zv.fraunhofer.de for assistance.

	<p>If you have not yet created an Ariba Network account, start by registering with Ariba Network. To do this, click on the registration link in your email invitation and complete the steps below.</p> <p>If you already have an Ariba Network account, click on “Log in”, log in with your user credentials and then go directly to step 18 on page 8.</p>
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(1) Click on **“Sign up”**.

	<p>The company data you have shared with Fraunhofer will already be assigned to you here. Review this information and amend it if necessary, adding any missing details in the mandatory fields marked with an *.</p>
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Company information

* Indicates a required field

Company Name: *

Country/Region: *

Address: *

Postal Code: *

City: *

State:

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

User account information

* Indicates a required field

Name: *

Email: *

2 Use my email as my username

Username: *

Password: *

SAP Business Network Privacy Statement

Must be in email format(e.g. john@newco.com) ⓘ
 Passwords must contain a minimum of eight characters including upper and lower case letters, numeric digits, and special characters. ⓘ

(2) Click on **“Use my email as my username”** ✓ , if you want to use a different email address as your username.

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

Address:*

Postal Code:*

City:*

State:

User account information

Name:* * Indicates a required field

Email:* [SAP Business Network Privacy Statement](#)

Use my email as my username

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

Password:*
 Passwords must contain a minimum of eight characters including upper and lower case letters, numeric digits, and special characters. ⓘ

Language:

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

(3) Set a password for your Ariba Network account by filling in the “**Enter Password and Repeat Password**” fields.



Check the email address that any future Fraunhofer-Gesellschaft orders will be sent to.

Tell us more about your business

Product and Service Categories:* -or- [Browse](#)

Ship-to or Service Locations:* -or- [Browse](#)

Tax ID: Enter your Company Tax ID number.

Vat ID: Enter your company's five to twelve-digit value added tax identification number. Do not enter dashes.

DUNS Number: Enter the nine-digit number issued by Dun & Bradstreet. By default, DUNS number is appended with "-T" in test account. ⓘ

(4) You can enter the **categories of products and services** you/your company offer directly or you can search for and select the appropriate options.

Tell us more about your business

Product and Service Categories:* -or- 5

Ship-to or Service Locations:* -or-

Tax ID: Enter your Company Tax ID number.

Vat ID: Enter your company's five to twelve-digit value added tax identification number. Do not enter dashes.

DUNS Number: Enter the nine-digit number issued by Dun & Bradstreet. By default, DUNS number is appended with "-T" in test account. ⓘ

(5) Click on **"Browse"** (Browse).

There are two different options for searching. You can either browse through the product and service categories provided until you find the services you offer at the lowest level (**"Browse"** tab) or you can use keywords to search in the product and service catalog for the services you/your company offer (**"Search"** tab).

SAP Ariba Proposals and Questionnaires - Reading list

Product and Service Category Selection

Click the product and service category you want to add and click the + icon. Lower-level product and service categories are displayed after you click a product and service category. Click OK to save your changes.

(6) Click on **"Search"**.

SAP Ariba Proposals and Questionnaires - ?

Product and Service Category Selection

Enter a keyword or search phrase and click Search. Click the product and service category you want to add and click Add. Click OK to save your changes.

Keyword: Browse the Categories »

(e.g., Cleaning Services, Cardboard, 15121502, etc.)

Search Results

No items

(7) Enter a **keyword** for your search. You can use both descriptors and UNSPSC codes as keywords.

SAP Ariba Proposals and Questionnaires - ?

Product and Service Category Selection

Enter a keyword or search phrase and click Search. Click the product and service category you want to add and click Add. Click OK to save your changes.

Keyword: Browse the Categories »

(e.g., Cleaning Services, Cardboard, 15121502, etc.)

(8) Click on **"Search"**.

SAP Ariba Proposals and Questionnaires

Product and Service Category Selection

Search Browse

Enter a keyword or search phrase and click Search. Click the product and service category you want to add and click Add. Click OK to save your changes.

Keyword: Search Browse the Categories »
(e.g., Cleaning Services, Cardboard, 15121502, etc.)

Search Results

- Computer Hardware, Software & Telecom > Computers & Peripherals > Computer accessories > Computer speakers
- Computer Hardware, Software & Telecom > Computer & Storage Hardware > Chassis components > Computer cradles
- Computer Hardware, Software & Telecom > Computer & Storage Hardware > Chassis components > Computer faceplates
- Computer Hardware, Software & Telecom > Software > Operating environment software > Computer firmware
- Computer Hardware, Software & Telecom > Computers & Peripherals > Computers > Notebook computers

(9) Click on the **boxes** for the categories of products and services you/your company offer to select them. You can select multiple options.

SAP Ariba Proposals and Questionnaires

Product and Service Category Selection

Search Browse

Enter a keyword or search phrase and click Search. Click the product and service category you want to add and click Add. Click OK to save your changes.

Keyword: Search Browse the Categories »
(e.g., Cleaning Services, Cardboard, 15121502, etc.)

Search Results

- Computer Hardware, Software & Telecom > Computers & Peripherals > Computer accessories > Computer speakers
- Computer Hardware, Software & Telecom > Computer & Storage Hardware > Chassis components > Computer cradles
- Computer Hardware, Software & Telecom > Computer & Storage Hardware > Chassis components > Computer faceplates
- Computer Hardware, Software & Telecom > Software > Operating environment software > Computer firmware
- Computer Hardware, Software & Telecom > Computers & Peripherals > Computers > Notebook computers
- Computer Hardware, Software & Telecom > Computers & Peripherals > Computers > Desktop computers


Add 10

My Selections (0)

No items

Remove

(10) Click on **“Add”** once you have made your selection.

 The product and service categories you have selected will now be displayed under **“My selections”**. You can expand your selection by using keywords to search for other categories in the catalog and selecting these as well.

My Selections (3)

- Computer cradles [\(View\)](#)
- Notebook computers [\(View\)](#)
- Computer firmware [\(View\)](#)

Remove

Cancel **OK** 11

(11) Once you have finished making your selection, click on **“OK”**.

Tell us more about your business

Product and Service Categories:* -or-

Computer cradles Computer firmware Notebook computers

Ship-to or Service Locations:* -or-

Tax ID: Enter your Company Tax ID number.

Vat ID: Enter your company's five to twelve-digit value added tax identification number. Do not enter dashes.

DUNS Number: Enter the nine-digit number issued by Dun & Bradstreet. By default, DUNS number is appended with "-T" in test account.

(12) Next, you will need to enter your delivery or service locations. As with the product and service categories, you can enter these directly or select them. To view the selection list, click on **"Browse"**.

SAP Ariba Proposals and Questionnaires

Ship-to or Service Location Selection

Select the territories that your company serves. If your company offers global coverage, choose Global.

Global **13**

Select Ship-to or Service Locations

Click a country/region to add and click the + icon. States or provinces are displayed after you click a country/region. Click OK to save your changes.

- North America >
- Central America >
- South America >
- The Caribbean >
- Northern Europe >
- Western Europe >
- Eastern Europe >
- Central Europe >

My Selections (0)

No items

(13) You can now use the regions to navigate to the countries where you supply your products or services (you can select multiple options). Alternatively, you can list your location as global. To do this, click on **"Global"**.

SAP Ariba Proposals and Questionnaires

Ship-to or Service Location Selection

Select the territories that your company serves. If your company offers global coverage, choose Global.


Global

Select Ship-to or Service Locations

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(14) Once you have finished making your selection, click on **"OK"**.


 Lastly, before your Ariba Network account can be created, you must confirm that you have read and agree to the conditions contained in the terms of use and SAP Business Network Privacy Statement.


(15) To do this, click on the corresponding **boxes**.

(16) Click on **“Create account and continue”** to complete your Ariba Network registration.

(17) If you receive a warning that there may already be an existing Ariba Network account for you/your company, review this before creating a new account. To do this, click on **“Review accounts”**.

 An Ariba Network standard account will now be created for you/your company. An email containing the Ariba Network ID (**ANID**) assigned to this account will be sent to the email address that also received the original email invitation with the registration link. You can now log in to Ariba Network at **https://supplier.ariba.com** using your chosen username and password.

 The next step is to register with Fraunhofer. If you already have an Ariba Network account, follow the link in your email invitation and click directly on **“Log in”**. Then you can start the process of registering with Fraunhofer.

 The company data you have shared with Fraunhofer will already be assigned to you here. Review this information and amend it if necessary, adding any missing details in the mandatory fields marked with an *.


The screenshot shows the 'Supplier registration questionnaire' for document Doc793303687. The 'General Information' section is expanded, showing fields for:

- 1.1 Supplier full legal name: Test
- 1.2 Legal form: Unspecified
- 1.4 Main address: Street: test, House Number: 1, Postal Code: 23456, City: Bonn, Country: Germany (DE), Region: (no value)
- 1.5 Phone number: (highlighted with a red box and circled '18')
- 1.6 Homepage: (empty)
- 1.7 Is your company liable for sales tax?: Yes
- 1.8 Tax ID: (empty)

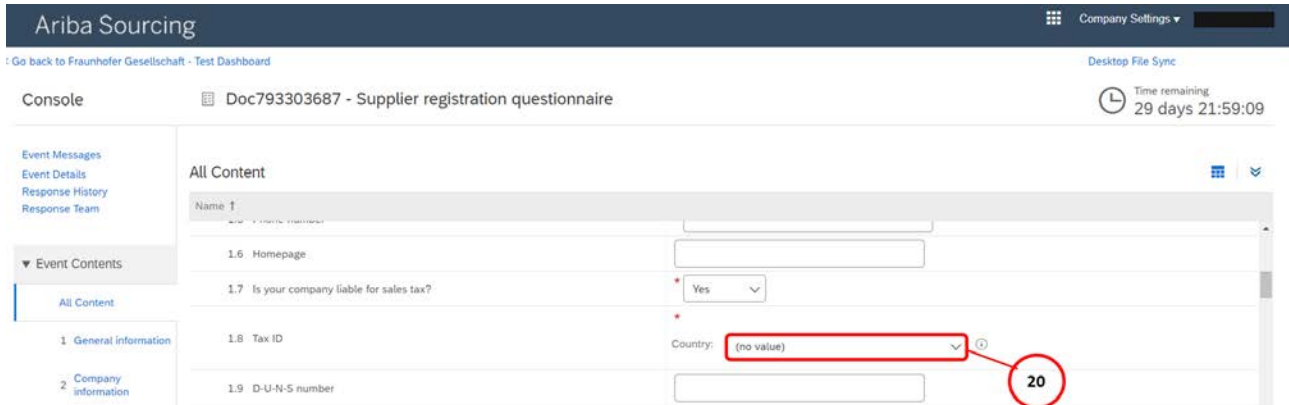
(18) Enter your telephone number including the international dialing code in the **“1.5 Phone number”** field.

This screenshot is identical to the previous one, but the '1.6 Homepage' field is now highlighted with a red box and a circled '19' next to it, indicating where to enter a web address.

(19) If desired, you can enter a web address in the optional **“1.6 Homepage”** field.

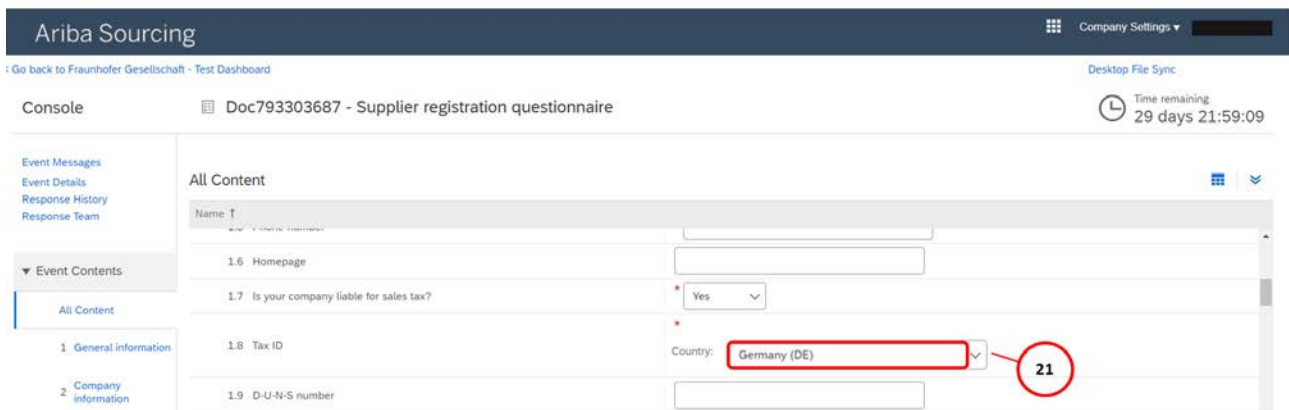


Now indicate whether you have a tax ID number.



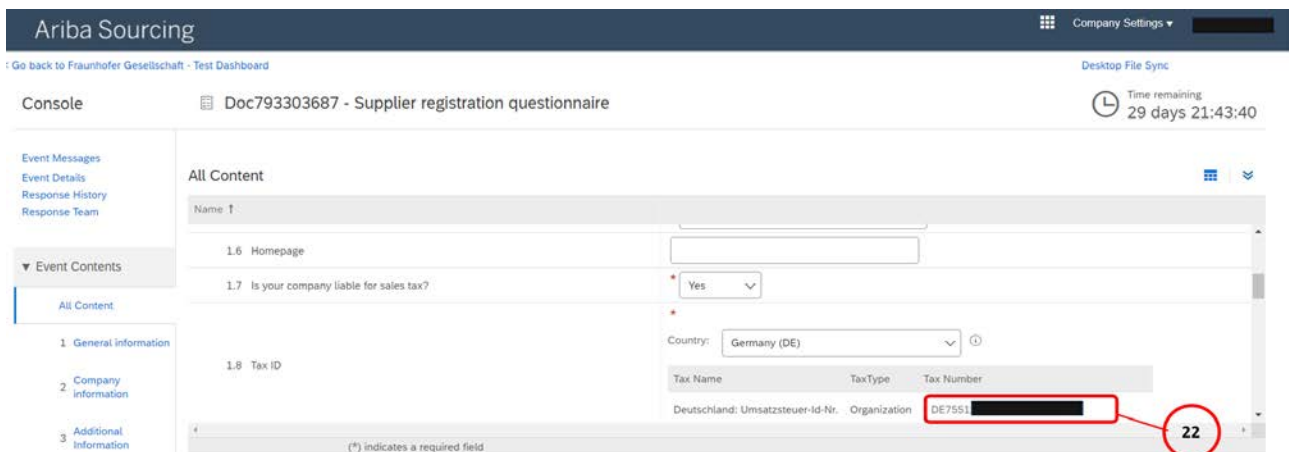
The screenshot shows the 'Supplier registration questionnaire' for document Doc793303687. Question 1.8 'Tax ID' is highlighted. The 'Country' dropdown menu is open, showing '(no value)' as the selected option. A red box surrounds the dropdown, and a red circle with the number 20 points to it.

(20) Next, enter your tax ID number. First click on the **“Country: (no value)”** button to view the drop-down list of countries.




The screenshot shows the 'Supplier registration questionnaire' for document Doc793303687. Question 1.8 'Tax ID' is highlighted. The 'Country' dropdown menu is open, showing 'Germany (DE)' as the selected option. A red box surrounds the dropdown, and a red circle with the number 21 points to it.

(21) To select a **country** (e.g. “Germany (DE)”), click on the corresponding option.

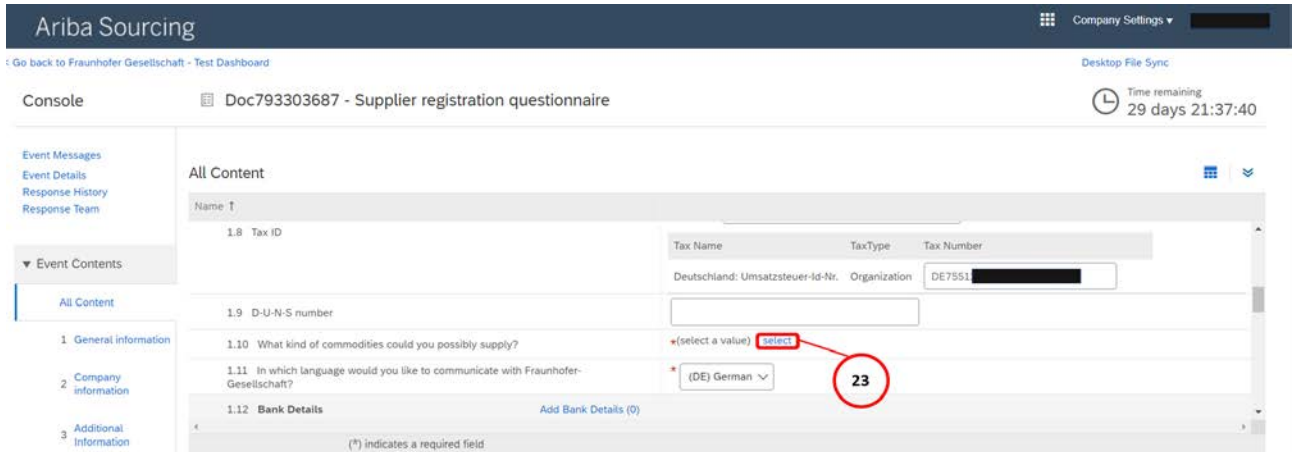


The screenshot shows the 'Supplier registration questionnaire' for document Doc793303687. Question 1.8 'Tax ID' is highlighted. The 'Country' dropdown menu is open, showing 'Germany (DE)' as the selected option. The 'Tax number' field is highlighted with a red box, and a red circle with the number 22 points to it.


(22) Enter **your tax ID number** in the **“Tax number”** field.



Make sure to use correct capitalization when entering your tax ID number.



(23) Next, you will need to enter the categories of products and services you offer. To do this, click on **“1.10 What kind of commodities could you possibly supply?”**.



Fraunhofer can browse its supplier base using the product and service categories you have selected in order to find potential suppliers for requests.

Choose Values for Commodity

Add to Currently Selected

<input type="checkbox"/>	Name ↑	ID
<input type="checkbox"/>	▼ All Commodities	All
<input type="checkbox"/>	▶ Apparel and Luggage and Personal Care Products	53
<input type="checkbox"/>	▶ Building and Construction and Maintenance Services	72
<input type="checkbox"/>	▶ Building and Construction Machinery and Accessories	22

(24) Enter a search term in the Search field.

Choose Values for Commodity

Add to Currently Selected

Name

<input type="checkbox"/>	Name ↑	ID
<input type="checkbox"/>	▼ All Commodities	All
<input type="checkbox"/>	▶ Apparel and Luggage and Personal Care Products	53
<input type="checkbox"/>	▶ Building and Construction and Maintenance Services	72
<input type="checkbox"/>	▶ Building and Construction Machinery and Accessories	22

(25) Click on "Search".

UNSPSC is a hierarchical classification system that is used in e-commerce and consists of four levels in total. The UNSPSC codes consist of two digits at the first level and eight at the fourth level. For example, if you select a product and service category from level three, all level four categories that fall under this code will automatically be selected as well.

Ariba Sourcing

Go back to Fraunhofer.Gesellschaft - Test Dashboard

Console Doc7933036

Event Messages
Event Details
Response History
Response Team

▼ Event Contents

All Content

1 General information
2 Company information
3 Additional information

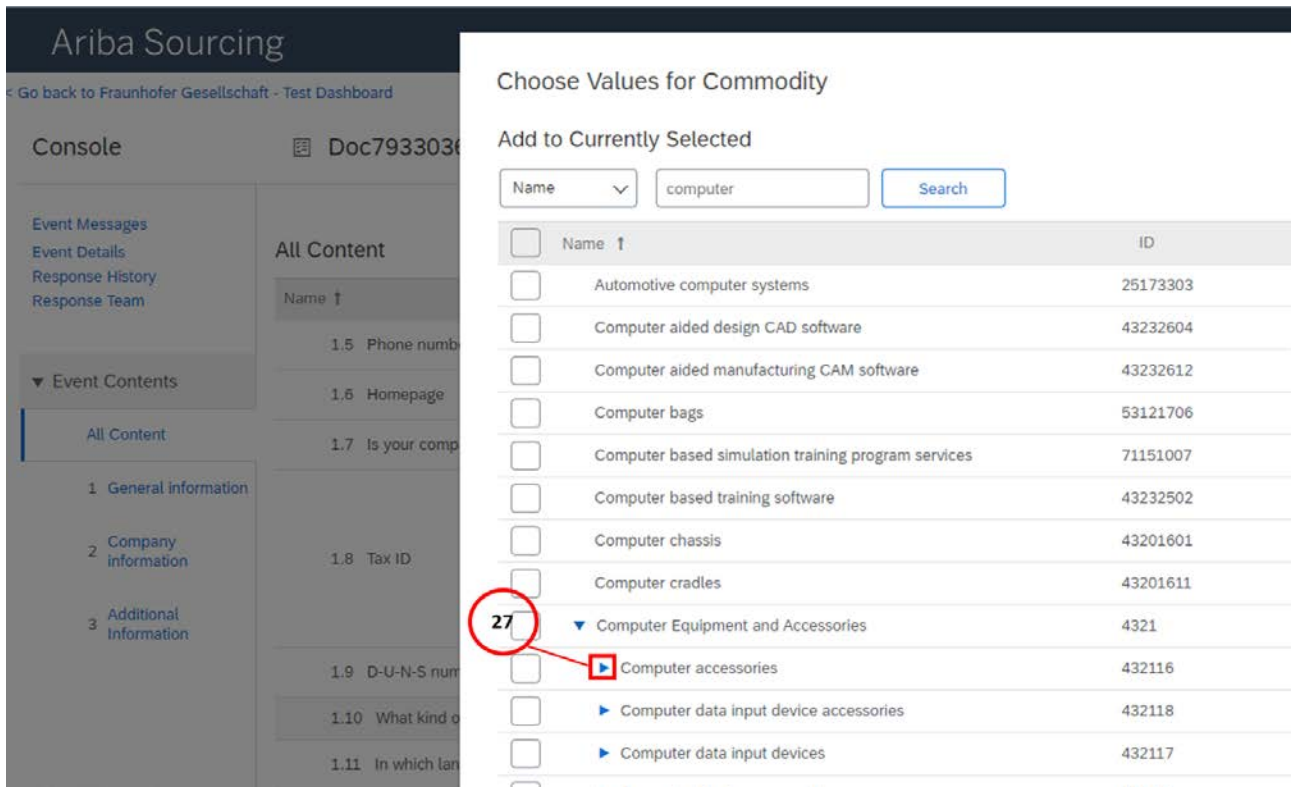
Choose Values for Commodity

Add to Currently Selected

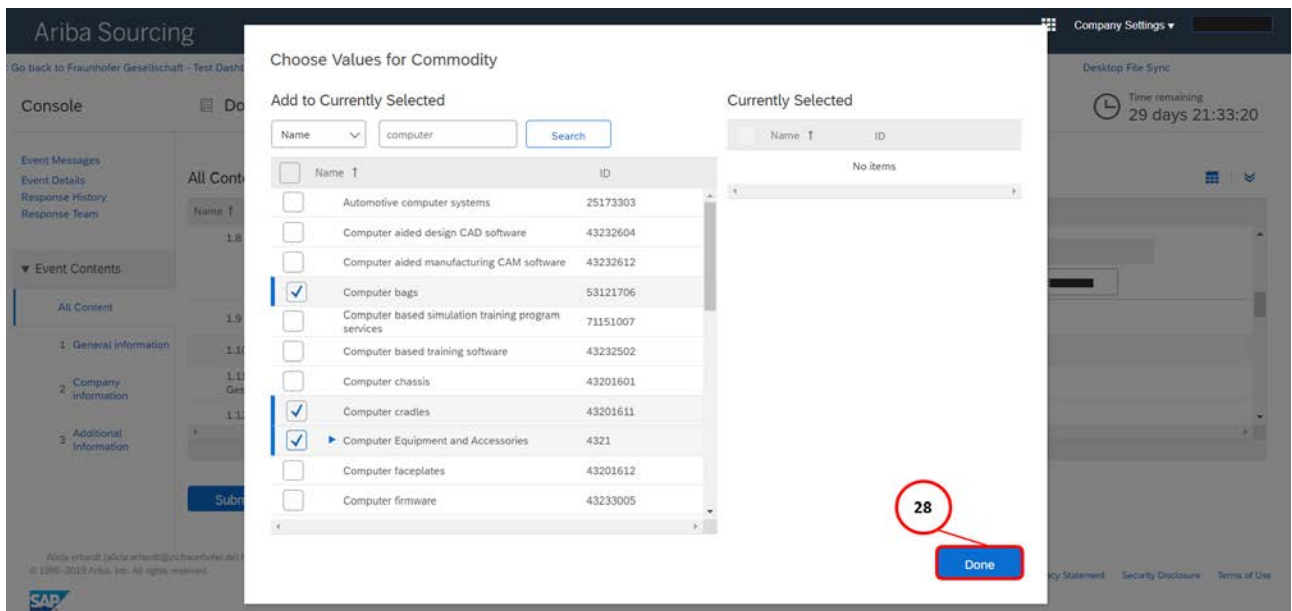
Name

<input type="checkbox"/>	Name ↑	ID
<input type="checkbox"/>	Automotive computer systems	25173303
<input type="checkbox"/>	Computer aided design CAD software	43232604
<input type="checkbox"/>	Computer aided manufacturing CAM software	43232612
<input type="checkbox"/>	Computer bags	53121706
<input type="checkbox"/>	Computer based simulation training program services	71151007
<input type="checkbox"/>	Computer based training software	43232502
<input type="checkbox"/>	Computer chassis	43201601
<input type="checkbox"/>	Computer cradles	43201611
<input checked="" type="checkbox"/>	▶ Computer Equipment and Accessories	4321
<input type="checkbox"/>	Computer faceplates	43201612

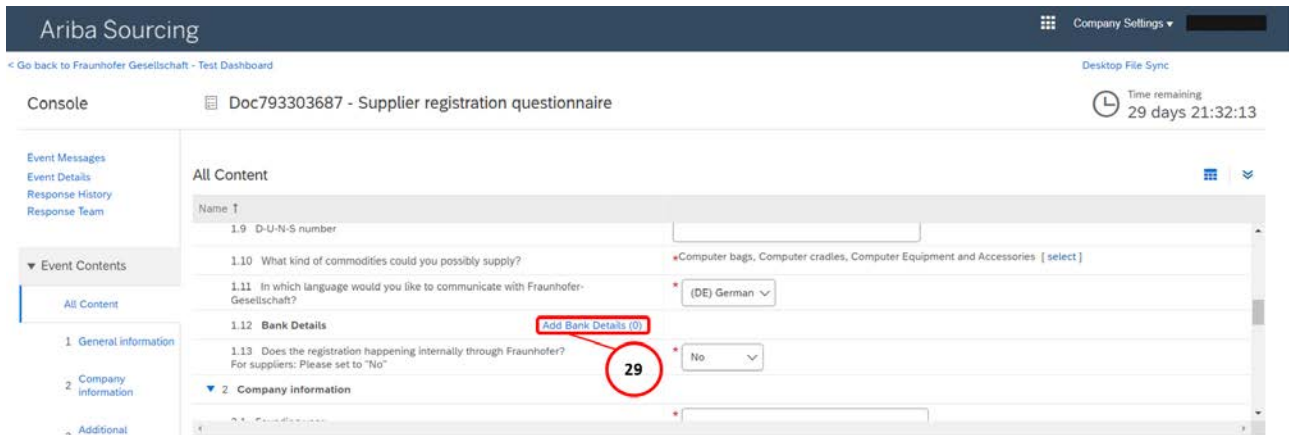
(26) Click on the **arrow button** ▶ to navigate down to the next level. For example, if you were viewing the UNSPSC code 4321 for computer equipment and accessories on level two, this could be expanded using the arrow button, allowing the selection of UNSPSC codes from level three.



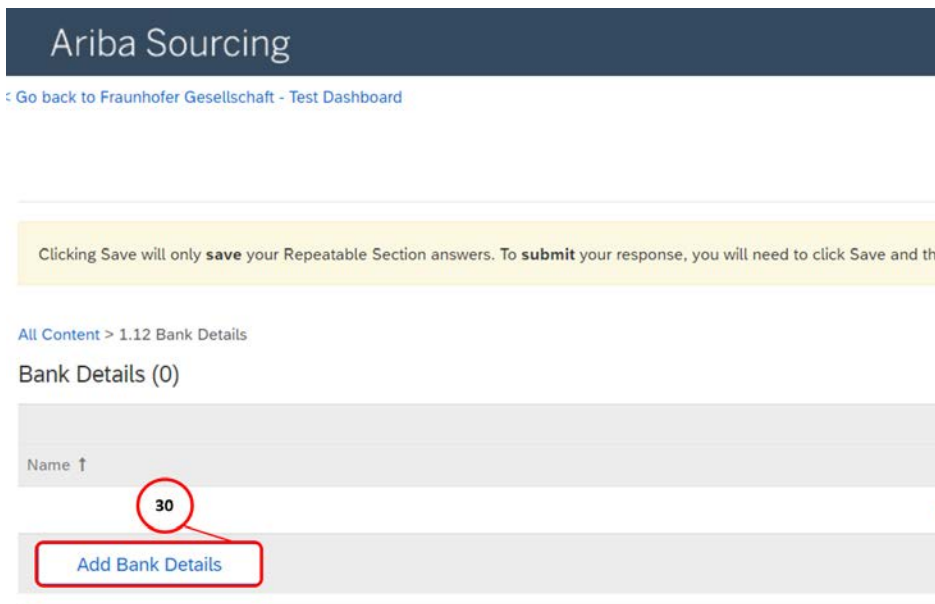
(27) Then, on level three, you could refine your selection even further by clicking on the **arrow button** to view and select UNSPSC codes from level four.



(28) Click the relevant check box to select the categories of products and services you offer. Once you have made your selection, click on **“Done”**.



(29) Next, you will need to add a bank account. To do this, click on **“Add Bank Details (0)”**.



(30) Click on **“Add Bank Details”** again to add details for another bank account. If you would like to enter the details for multiple bank accounts, then the following steps must be completed multiple times.

You must fill out the following **mandatory fields** when entering your bank details:

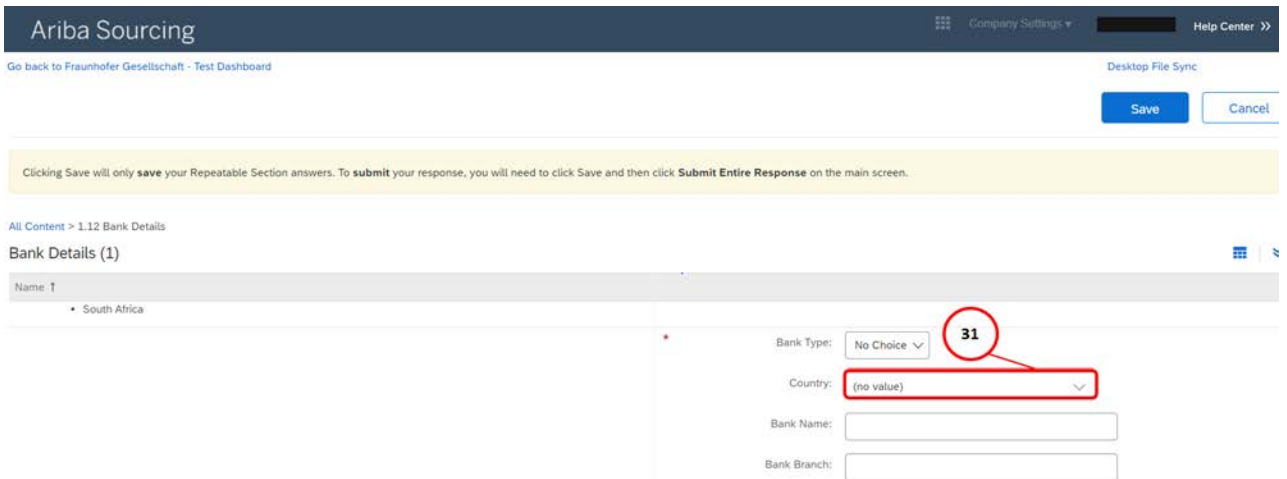
“Country”: The country in which the bank is located

“Bank Key/ABA Routing Number”: SWIFT/BIC code

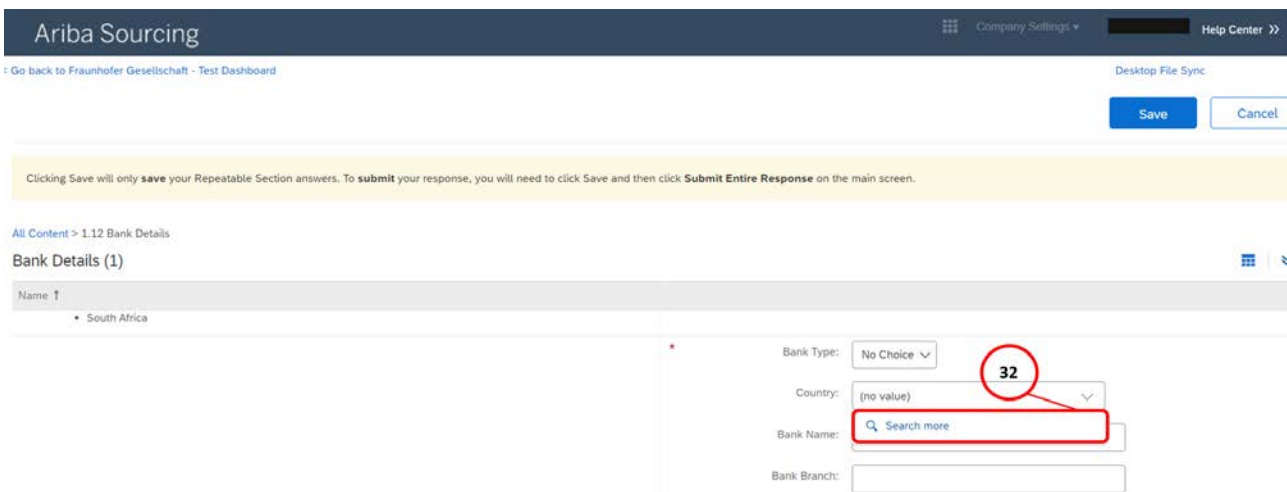
“IBAN”: IBAN, or account number if the IBAN cannot be provided.

If the bank is located in one of the following countries, the **“Bank Control Key”** must also be provided:

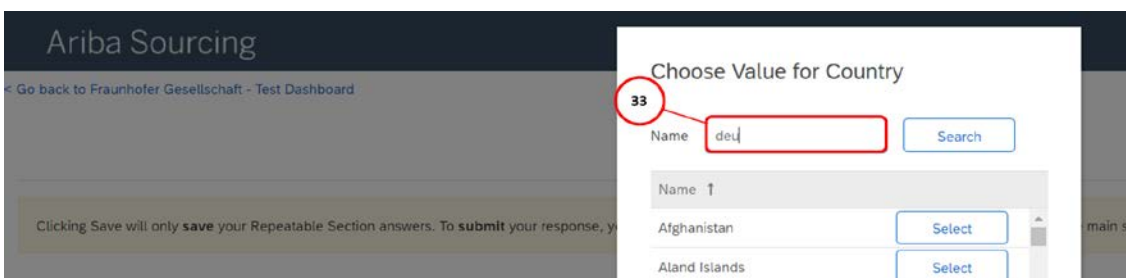
- Argentina
- India
- Japan
- USA
- Venezuela
- South Africa



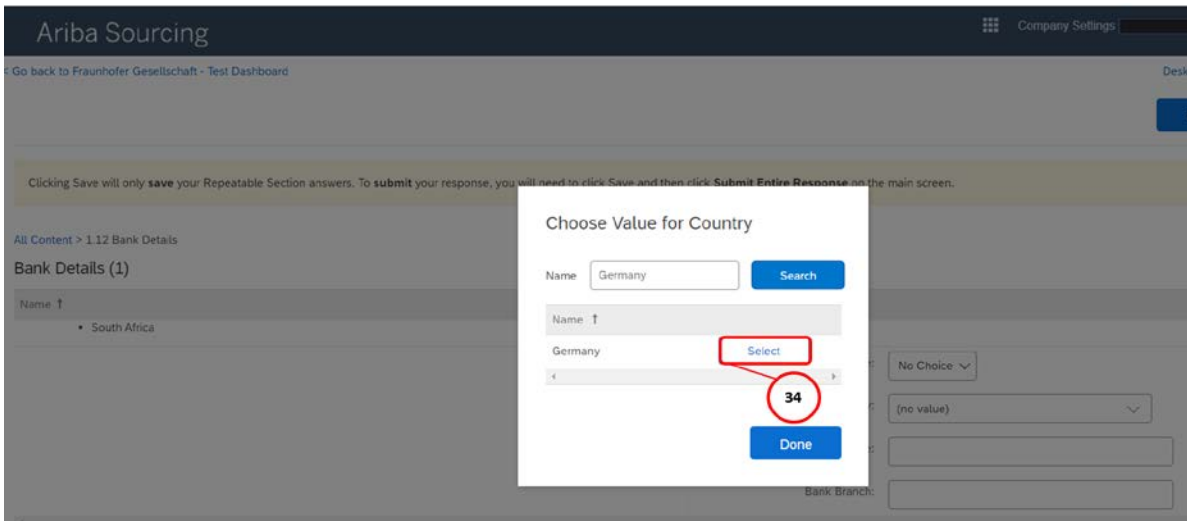
(31) Click on the “(no value) arrow button” to see a drop-down list.



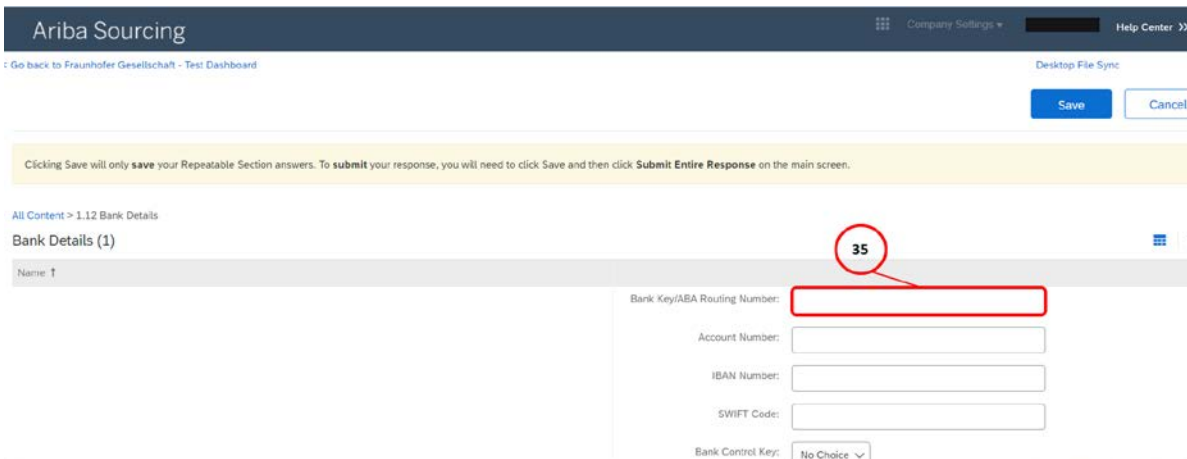
(32) Click to select the “Search more” option.



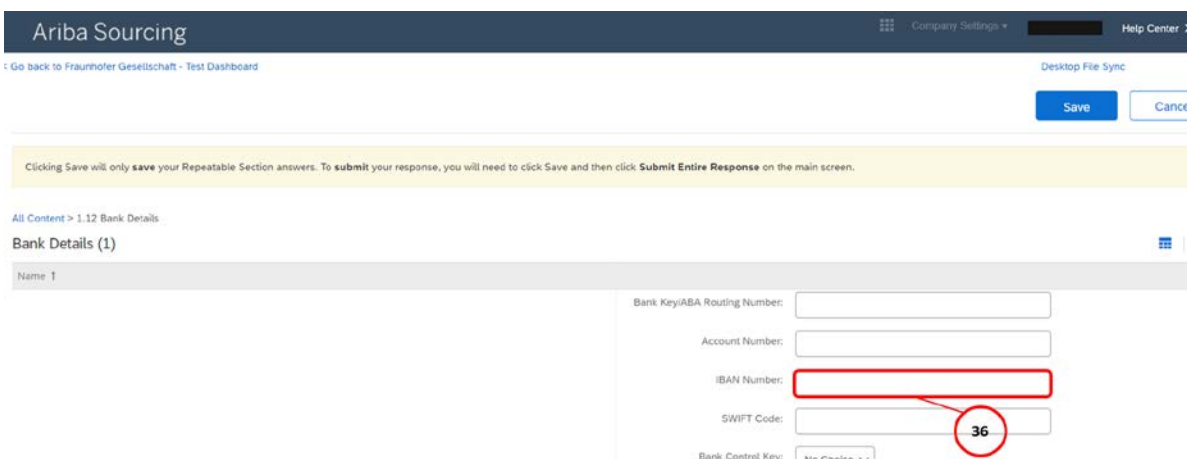
(33) Search for a country by filling in the “Name” field and then clicking “Search”.



(34) Click on “**Select**”.




(35) Enter the SWIFT/BIC code for your bank in the “**Bank Key/ABA Routing Number**” field.



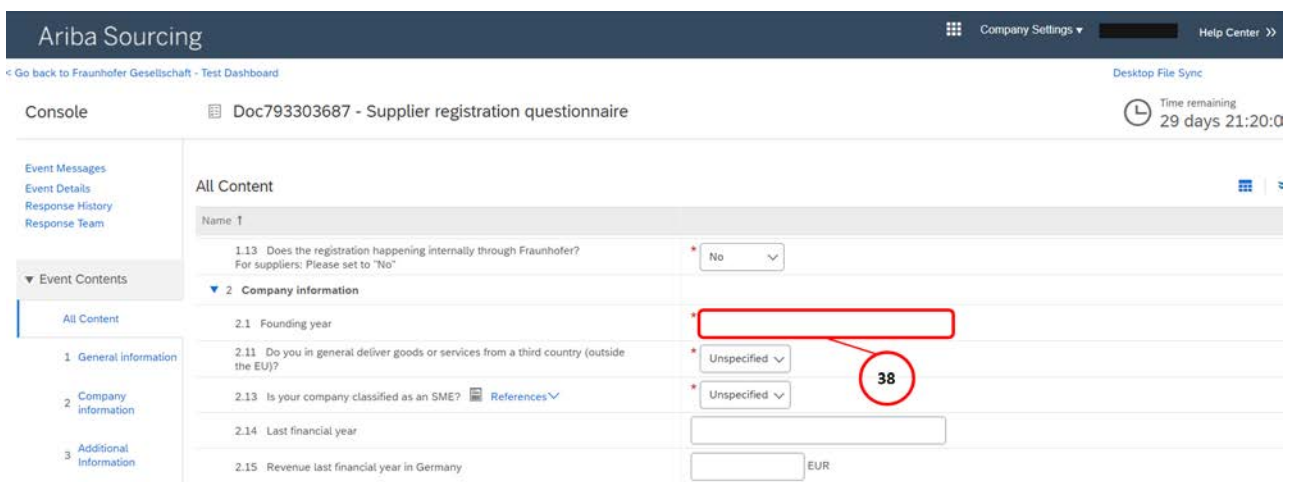
(36) Next, enter your IBAN in the “**IBAN:**” field. If your bank does not have an IBAN, then enter your account number.



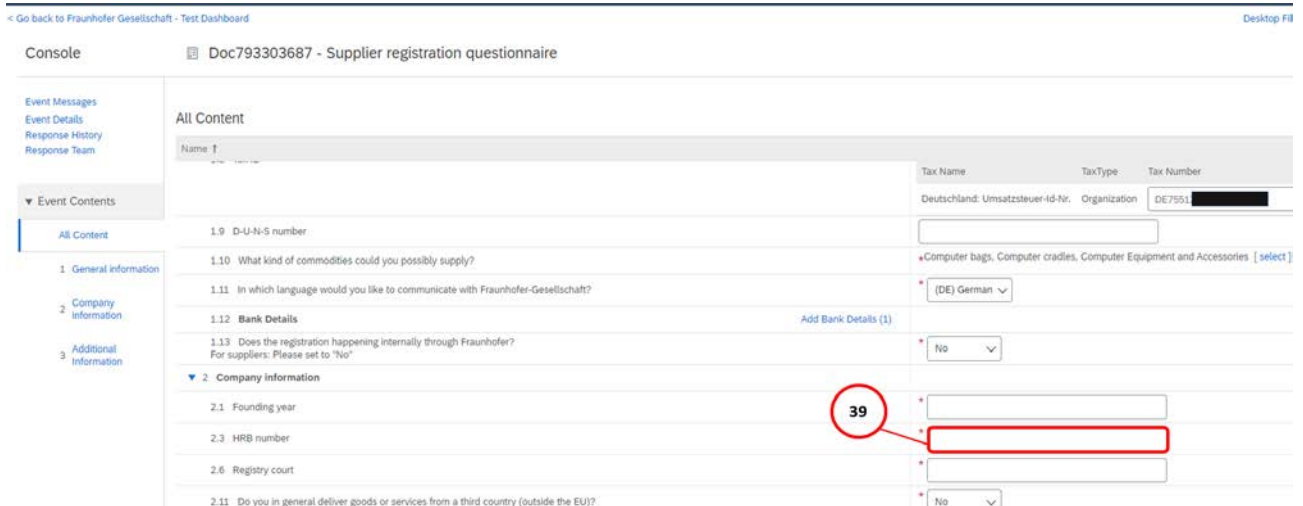
(37) Click on “Save” to finish entering the bank details.



In section two, you will need to provide additional information that is specific to your company. **The required fields will vary depending on the legal form indicated under point 1.2.** For this reason, it is possible that the fields shown in section two of this document may not correspond with those you are shown during registration. **All fields marked with an * are mandatory and must be completed.**



(38) Provide the year in which your company was founded in the “2.1 Founding Year” field.



(39) Enter your company’s German commercial register (HRB) number in the “HRB Number” field.

The screenshot shows the 'Supplier registration questionnaire' for document Doc793303687. The 'Company information' section is expanded, and field 2.6 'Registry court' is highlighted with a red circle containing the number 40. Other fields include 1.9 'D-U-N-S number', 1.10 'What kind of commodities could you possibly supply?' (with a dropdown menu), 1.11 'In which language would you like to communicate with Fraunhofer-Gesellschaft?' (with a dropdown menu set to '(DE) German'), 1.12 'Bank Details' (with an 'Add Bank Details (1)' link), 1.13 'Does the registration happening internally through Fraunhofer? For suppliers: Please set to "No"' (with a dropdown menu set to 'No'), 2.1 'Founding year', 2.3 'HRB number', and 2.11 'Do you in general deliver goods or services from a third country (outside the EU)?' (with a dropdown menu set to 'No').


(40) Enter the competent commercial register court in the "Registry court" field.


The screenshot shows the 'Supplier registration questionnaire' with field 2.11 'Do you in general deliver goods or services from a third country (outside the EU)?' highlighted with a red circle containing the number 41. The dropdown menu for this field is open, showing 'Unspecified' as the selected option. Other fields include 1.13 'Does the registration happening internally through Fraunhofer? For suppliers: Please set to "No"' (with a dropdown menu set to 'No'), 2.1 'Founding year', 2.13 'Is your company classified as an SME?' (with a dropdown menu set to 'Unspecified' and a 'References' link), 2.14 'Last financial year', and 2.15 'Revenue last financial year in Germany' (with a text input field and 'EUR' as the unit).

(41) Click on the "Do you in general deliver goods or services from a third country (outside the EU)?" button to view a drop-down list.

The screenshot shows the 'Supplier registration questionnaire' with field 2.11 'Do you in general deliver goods or services from a third country (outside the EU)?' highlighted with a red circle containing the number 42. The dropdown menu for this field is open, showing 'No' as the selected option. Other fields include 1.13 'Does the registration happening internally through Fraunhofer? For suppliers: Please set to "No"' (with a dropdown menu set to 'No'), 2.1 'Founding year', 2.13 'Is your company classified as an SME?' (with a dropdown menu set to 'Unspecified' and a 'References' link), and 2.14 'Last financial year'.

(42) Click to choose one of the answers provided "(Yes/No)".

 If you have selected "Yes" as your answer, you must also provide your EORI number.

 Next, you will be asked whether your company is classified as an SME. You can find the threshold values the EU has defined for this purpose in the attached reference document.

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Response Team

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- All Content
- 1 General information
- 2 Company information


All Content

1.13 Does the registration happening internally through Fraunhofer?
For suppliers: Please set to "No"

▼ 2 Company information

2.1 Founding year

2.11 Do you in general deliver goods or services from a third country (outside the EU)?

2.13 Is your company classified as an SME?  **References** ▼ 43

2.14 Last financial year

(43) Click on "References" to download this document.


▼ Event Contents

- All Content
- 1 General information
- 2 Company information
- 3 Additional Information

▼ 2 Company information

2.1 Founding year

2.11 Do you in general deliver goods or services from a third country (outside the EU)?



2.13 Is your company classified as an SME?  **References** ▼

2.14 Last financial year

(*) indicates a required file

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Reference Documents

-  KMU-Definition_de.pdf
-  **KMU-Definition_en.pdf**
- Download all attachments

Submit Entire Response Save draft

(44) Click to select whether you would like to download the document in German, English or both.

The screenshot shows a web form titled 'All Content'. On the left, there is a navigation menu with 'Event Contents' expanded to show 'All Content', '1 General information', and '2 Company information'. The main form area contains several questions. Question 2.13, 'Is your company classified as an SME?', has a dropdown menu currently set to 'Unspecified'. A red circle with the number 45 is drawn around this dropdown menu.

(45) Next, click on the **“Is your company classified as an SME? Unspecified”** button to view a drop-down list.


This screenshot is similar to the previous one, but the dropdown menu for question 2.13 is now set to 'No'. A red circle with the number 46 highlights the 'No' option in the dropdown menu.

(46) Click to choose one of the **answers provided “(Yes/No)”**.


The screenshot shows the form with question 2.14, 'Last financial year', which has an empty text input field. A red circle with the number 47 highlights this input field. Below it, questions 2.15 and 2.16 are visible, each with a text input field and 'EUR' as a unit.

(47) Indicate your last financial year in the **“Last financial year”** field. If your financial year does not correspond with the calendar year, enter it as a range in the following format: month/year–month/year, for example 09/2020–08/2021.


Now enter your company's revenue and employee figures in fields 2.15 to 2.19.

 In the third and last registration section, you must submit self-declarations regarding your company’s suitability.

(48) Click on the **“3.1 Do you confirm the absence of exclusion reasons according to §123 and §124 of the Act against Restraints of Competition (GWB) for you/your company Unspecified”** button to view a drop-down list.

 When confirming the absence of grounds for exclusion according to sections 123 and 124 GWB, you can check the attached reference document for a detailed explanation of said grounds. Click on point 3.1 under **“References”**. You will then be given the option to download the document in German, English or both.

(49) Click to select one of the **answers provided (Yes/No)**.

 Next, you must upload a completed confirmation letter. By ticking the appropriate appendices on the confirmation letter, you can confirm the addition of appendices other than the declaration of the absence of grounds for exclusion in accordance with sections 123 and 124 GWB. These additional appendices may include a description of any self-cleaning measures within the meaning of section 125 GWB and the questionnaire on self-employment where applicable.

Ariba Sourcing

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Console

Doc793303687 - Supplier registration questionnaire

Event Messages
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▼ Event Contents

- All Content **50**
- 1 General information
- 2 Company information

All Content

Name ↑

2.22 Number of employees in services

▼ 3 Additional Information

3.1 Do you confirm the absence of exclusion reasons according to §123 and §124 of the Act against Restraints of Competition (GWB) for you / your company? * Yes ▾

References ▾

3.2 Please upload the letter of confirmation (found under references). *Attach a file

Reference ▾

3.3 Any self-cleansing measures within the meaning of Section §125 GWB must be presented and documented in a separate attachment Attach a file

3.4 You undertake always to comply with the provisions of the German Minimum Wage Act (MiLoG), and especially to remunerate your employees promptly under the Minimum Wage Act. If, for the purposes of fulfilment of a contract, you employ subcontractors or agencies, it is your responsibility to ensure that they comply...

(50) Click on "3.2 References" to download the confirmation letter template (German/English/both).

Fill out the required sections of the document. You will have already received your Ariba Network ID (ANID) by email when you created an Ariba Network account. However, you can also find this on the bottom left of the web page during registration (AN + 11-digit number). Please select all appendices that apply, enter the name and position of the declarant and save the document.

Ariba Sourcing

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Console

Doc793303687 - Supplier registration questionnaire

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▼ Event Contents

- All Content
- 1 General information
- 2 Company information

All Content

Name ↑

2.22 Number of employees in services

▼ 3 Additional Information

3.1 Do you confirm the absence of exclusion reasons according to §123 and §124 of the Act against Restraints of Competition (GWB) for you / your company? * Yes ▾

References ▾

3.2 Please upload the letter of confirmation (found under references). *Attach a file **51**

Reference ▾

3.3 Any self-cleansing measures within the meaning of Section §125 GWB must be presented and documented in a separate attachment Attach a file

3.4 You undertake always to comply with the provisions of the German Minimum Wage Act (MiLoG), and especially to remunerate your employees promptly under the Minimum Wage Act. If, for the purposes of fulfilment of a contract, you employ subcontractors or agencies, it is your responsibility to ensure that they comply...

(51) Once you have completed the confirmation letter, it must be uploaded as an attachment to the registration questionnaire. To do this, click on "Attach a file" under point 3.2.

Next, enter the path you used to save the appendix or drag and drop the confirmation letter into the space provided. The title of the document will now be displayed.

Ariba Sourcing

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Desktop File Sync

Add Attachment

Enter the location of a file to add as an Attachment. To search for a particular file, click Browse... When you have finished, click OK to add the attachment.


Attachment: Choose File No file chosen
Or drop file here


OK Cancel

52

OK Cancel

(52) Click on "OK, Add Attachment".

 Next, you must also declare your compliance with the German Act Regulating a General Minimum Wage (Mindestlohngesetz — MiLoG) (point 3.4) and corruption prevention measures (point 3.5) by clicking on the drop-down list and selecting one of the two answers provided.

 In the case of natural persons and single-person companies, download the reference document attached under point 3.6, fill it out completely and re-upload it as an attachment as with the confirmation letter.

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Console Doc793303687 - Supplier registration questionnaire

Event Messages
Event Details
Response History
Response Team

Event Contents

- All Content
- 1 General information
- 2 Company information
- 3 Additional Information

All Content

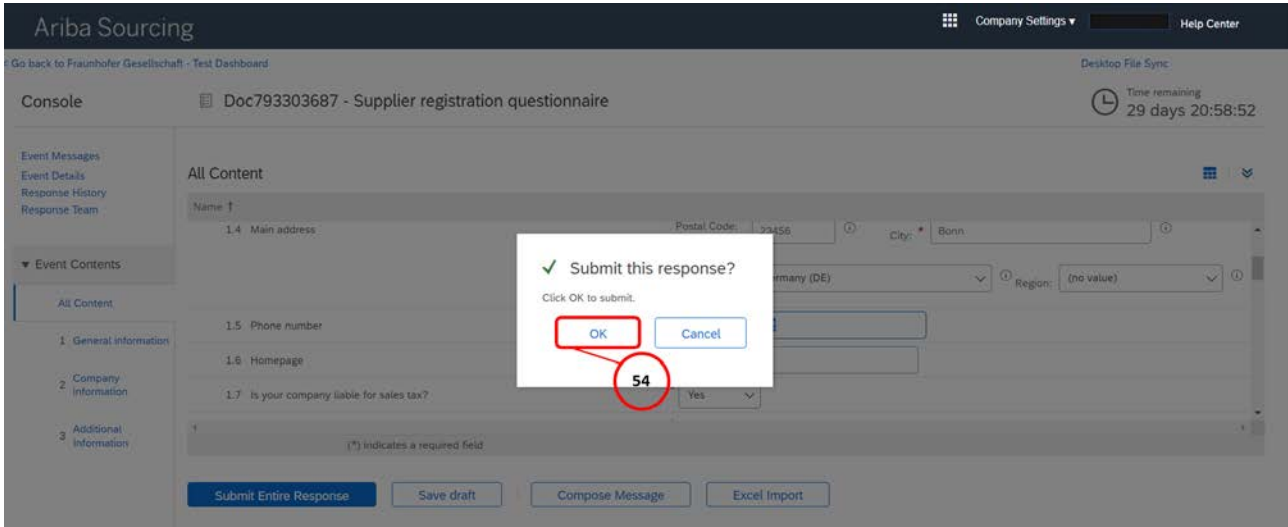
Name ↑	
2.17 Number of employees in Germany	200
2.18 Number of employees worldwide	
2.19 Number of employees in services	
3 Additional Information	
3.1 Do you confirm the absence of exclusion reasons according to §123 and §124 of the Act against Restraints of Competition (GWB) for you / your company? 	* Yes ▾
3.2 Please upload the letter of confirmation (found under references). 	*Attach a file

(*) indicates a required field

Submit Entire Response Save draft Compose Message Excel Import

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(53) Once you have filled out the registration questionnaire completely, click on "Submit Entire Response".



(54) Then confirm that you wish to submit the registration questionnaire by clicking **“OK”**.



Fraunhofer will now review your registration. You will be sent an email once your registration has been confirmed by Fraunhofer, meaning you will then be able to receive orders via the Fraunhofer Ariba Network as a supplier.