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Supplier Registration at the E.G.O.-Group

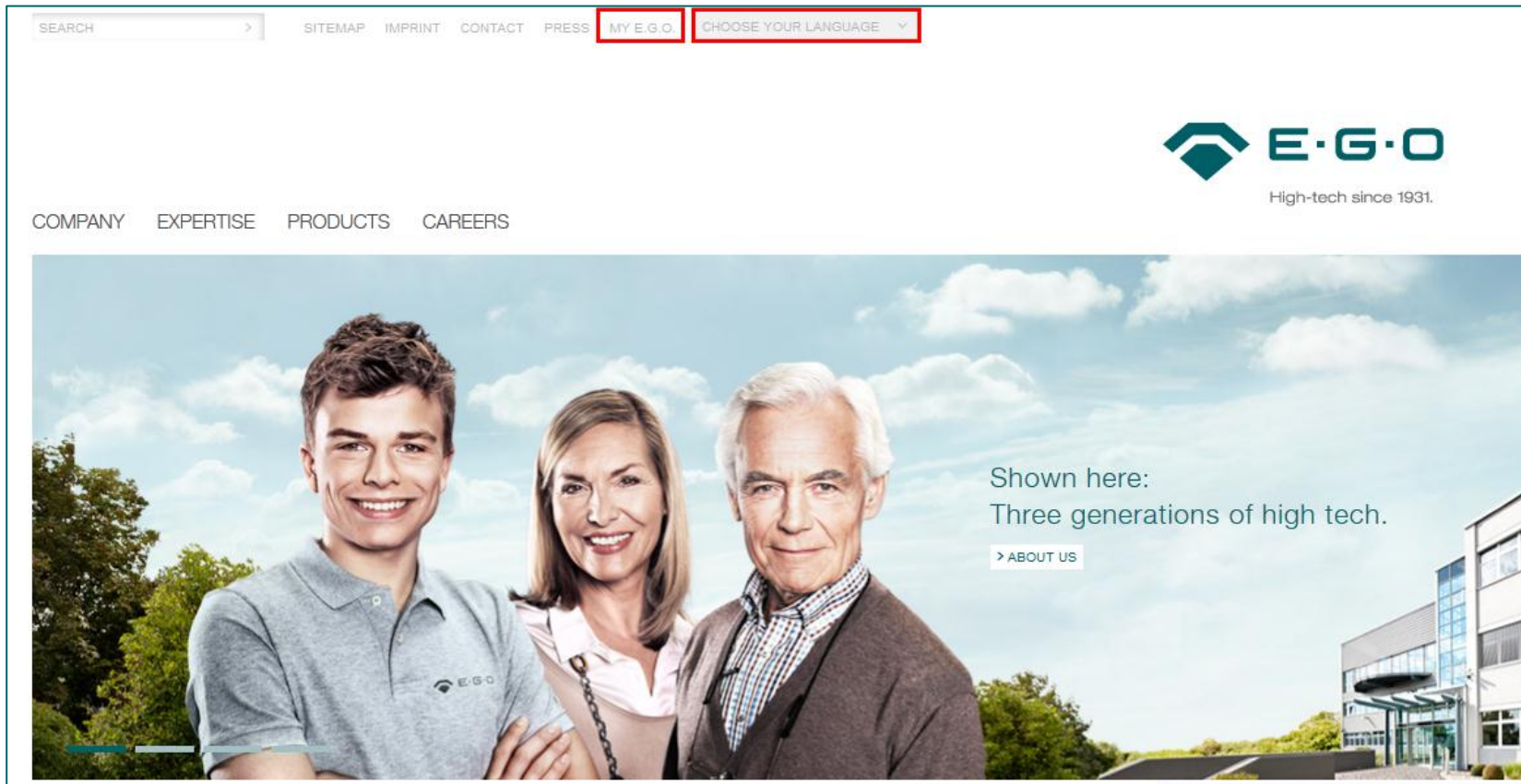
Supplier Registration

1. Becoming a supplier to the E.G.O.-Group
2. Registration Questionnaire
3. E-Mail Notifications
4. Login

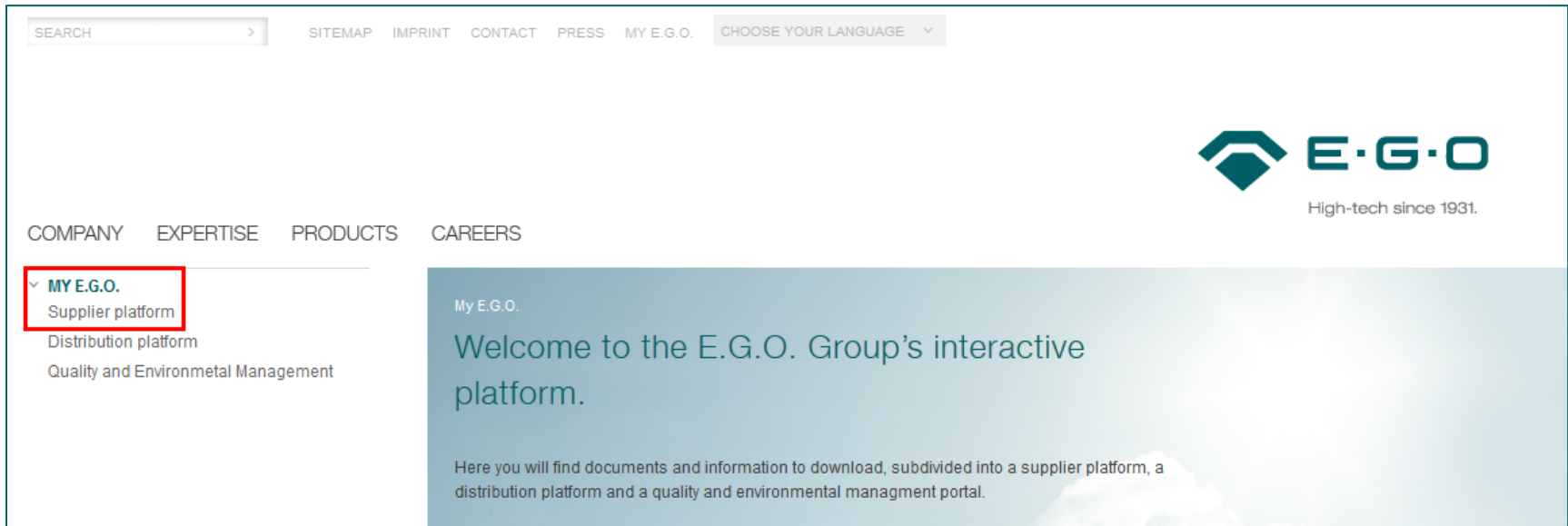
1. Becoming a supplier to the E.G.O.-Group (1/2)

Dear supplier,

For the supplier registration, please visit our homepage on www.egoproducts.com.



1. Becoming a supplier to the E.G.O.-Group (2/2)



The screenshot shows the E.G.O. website header and main content area. The header includes a search bar, navigation links (SITEMAP, IMPRINT, CONTACT, PRESS, MY E.G.O.), and a language selection dropdown. The main navigation menu lists COMPANY, EXPERTISE, PRODUCTS, and CAREERS. The 'MY E.G.O.' menu item is expanded, showing 'Supplier platform' (highlighted with a red box), 'Distribution platform', and 'Quality and Environmental Management'. The main content area features the E.G.O. logo and the text 'Welcome to the E.G.O. Group's interactive platform.' followed by a description of the platform's offerings.

Supplier Portal

- Registration
- Login

Please note that your registration will only be processed via this supplier platform and not via other media.

2. Registration Questionnaire (1/6)

For the registration, please enter general company information.

Welcome to the Supplier Registration Page of E.G.O.

This questionnaire intends to enhance the supplier pre-selection process. Any given information will be handled confidentially and will not be publicised in any way. Please answer all mandatory questions in English or German.

* Fields marked with an asterisk are mandatory

General Company Information

Company Name:*	<input type="text"/>	Street:*/ House Number:	<input type="text"/>	<input type="text"/>
Legal Form:*	<input type="text"/>	Street 2:	<input type="text"/>	
VAT no:*	<input type="text"/>	Postal Code:*/ City:*	<input type="text"/>	<input type="text"/>
Currency:	European Euro ▼	Country:*	Germany ▼	
Language:*	English ▼	Phone Number:*	<input type="text"/>	
Homepage:*	<input type="text"/>	PO Box:	<input type="text"/>	
E-Mail:*	<input type="text"/>		<input type="checkbox"/> PO Box Without Number	
D-U-N-S Number:	<input type="text"/>	Postal Code / Other City:	<input type="text"/>	<input type="text"/>
		Other Country:	<input type="text"/>	

2. Registration Questionnaire (2/6)

Moreover, please enter the contact details of your contact person.

If your company has a current company presentation, please upload an attachment.

Contact Details

Title:*	<input type="text"/>
First Name:*	<input type="text"/>
Last Name:*	<input type="text"/>
Department:*	Managing Director <input type="text"/>
Function:*	<input type="text"/>
E-Mail:*	<input type="text"/>
Phone Number:*	<input type="text"/>
Fax Number:	<input type="text"/>
Mobile Phone Number:	<input type="text"/>
Country:*	Germany <input type="text"/>

Reference Customers:

Other Information:

How did you hear about our company?:*

E.G.O. call

Do you have a current company presentation?:*


☐ Yes ☐ No

2. Registration Questionnaire (3/6)

Please register for specific product categories and accept the data privacy statement and the terms of use. The latter can be displayed if you click on the blue links provided below. Moreover, you can access the imprint.

Product Categories *


No product categories selected

 Add

Data Privacy Statement and Terms and Conditions

☒ Yes, I have read the [General Terms and Conditions of Use and Privacy Statement](#) , and accept the terms.

☒ [Impressum](#)

 Send

Finally, you submit your registration via the „Send“ button. If you choose the „Undo Entries“ button, your personal data from the registration process will be deleted.

After the registration, your data will be transmitted to the responsible purchaser who is going to evaluate the registration as soon as possible.


2. Registration Questionnaire (4/6)

It is crucial that suppliers only register for product categories they wish/are able to supply.


To do so, please click on the „Add“ button.

Product Categories *

No product categories selected

 Add

Select the product categories you wish to apply for by ticking the box and confirm your selection with OK.

Now, your selection of product categories will appear in the user surface of the supplier registration and can, if necessary, be deleted via the following symbol 

Selection of Product Categories

Select the product categories you can supply

Find:

Available Product Categories

Expand All Collapse All

Category Name

☐ 020000 Packaging (wood)

☐ 021000 Active Components

☐ 022000 Induction coils

☐ 023000 Heat sinks

☐ 024000 LCDs

☐ 025000 PC Boards

☐ 026000 Fans

☐ 027000 Optoelectronics

☒ 028000 Passive Components

☒ 028065 Resistors

☒ 028068 Ceramic Capacitors

☐ 028069 Film capacitors

☐ 028070 Electrolytic capacitors

☐ 028071 Tantal capacitors

☐ 028072 Resonators / VDR

☐ 029000 Relays

☐ 030000 Processors

☐ 031000 Foils

☐ 032000 Buzzers

☐ 033000 Switches

Back 1 2

OK Cancel

2014

Lieferantenregistrierung

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2. Registration Questionnaire (5/6)

Mandatory fields are marked with the red star symbol *

Name of Field	Information	Mandatory Field
Company Name	Correct company name in legal terms	yes
Legal Form	The legal form determines the legal framework of your company (e.g. GmbH)	yes
VAT no.	Alphanumeric value added tax no. in the EU or tax number for suppliers outside the EU	yes
Currency	Dropdown selection to choose the currency	no
Language	Dropdown selection to choose the company language: either German or English	yes
Homepage	Enter the company homepage	yes
E-Mail	E-Mail address of the headquarters	yes
D-U-N-S-Number	Data Universal Numbering System number for a unique company identification (www.upik.de)	no
Street/House Number	House number and street of the headquarters	yes/no
Street 2	Possibility to enter a second street, if necessary	no
Postal Code/City	City and postal code of the headquarters	yes/yes
Country	Country of the headquarters	yes
Phone Number	Phone number of the headquarters	yes
PO Box	Number of the company's PO box	no
PO Box without Number	If the PO box is without number, tick the box here.	no
Postal Code/Other City	City and postal code of the PO box.	no/no
Other Country	Country of the PO box	no

2. Registration Questionnaire (6/6)

Name of Field	Information	Mandatory Field
Title	Choose the title, either Ms. or Mr.	yes
First Name	Contact person's first name	yes
Last Name	Contact person's last name	yes
Department	Department in which the contact person works in	yes
Function	Contact person's position in the company	yes
E-Mail	Contact person's e-mail address	yes
Phone Number	Phone number under which the contact person is attainable	yes
Fax Number	Contact person's fax number	no
Mobile Phone Number	Mobile phone number under which the contact person is attainable	no
Country	Country in which the contact person is located	yes
Reference Customers	Possibility to mention reference customers of your company	no
Other Information	Any other information	no
How did you hear about our company?	Dropdown selection, e.g. E.G.O. call, internet research etc.	yes
Do you have a current company presentation?	All data types (up to 40 MB) are allowed, except for .MSG, .XLSM, .DOCM and .EXE	yes
Product Categories	Only register for those product categories you are able/wish to supply (see slide 9)	yes
Data Privacy Statement and Terms and Conditions	Read through and agree to the data privacy statement and the terms of use by ticking the box. Moreover, the imprint can be accessed.	yes

3. E-Mail Notifications (1/1)

After a successful registration as potential supplier, you will receive the following e-mail notifications. An e-mail will also be sent to the supplier in the case of a rejection.

Dear Sir or Madam,

We are pleased to welcome you as potential supplier Test AG in our supplier registration. The user ID IJX32YYODRUD has been generated for you.

Please click on the following URL to log on to the system with this user ID as soon as possible:
https://sapsr2.egoproducts.com:9443/sap/bc/bsp/srmsrc/ros_ext_2/ros-bsp-second.do?sapclient=400

You can then create an 'Employee Administrator' user. With this user you have access to all supplier qualification functions and to the user administration.

Best regards
Your E.G.O. Purchasing-Team

You will receive your password for the registration in a separate E-Mail.

Dear Sir or Madam,


You can log on as potential supplier Test AG with the user ID you have already received and the following password:

Ik{jEwuX5j

Best regards
Your E.G.O. Purchasing-Team

4. Login (1/3)

Copy the link from the e-mail into the URL bar to get to the SAP NetWeaver.
Enter your initial password and click on „Login“.

 https://sapsr2.egoproducts.com:9443/sap/bc/bsp/srsmmc/ros_ext_2/ros_bsp_second.do?sap-client=400&sap-user=BUJDPGGRBYZA



The image shows the SAP NetWeaver login interface. On the left is a photograph of a man in a suit writing on a document. On the right, the text "SAP NetWeaver" is displayed in yellow. Below this, there are input fields for "User: *" and "Password: *", both highlighted with a red rectangle. Below these fields is a "Language:" dropdown menu set to "English". To the right of the dropdown is an "Accessibility" checkbox. Below the checkbox is a "Log On" button, also highlighted with a red rectangle. At the bottom left of the login area are links for "Change Password" and "Password Forgotten". At the bottom right is the SAP logo. The footer of the page contains the text "Copyright © 2014 SAP AG. All rights reserved."

SAP NetWeaver

User: *

Password: *

Language:

☐ Accessibility

[Change Password](#) [Password Forgotten](#)

Copyright © 2014 SAP AG. All rights reserved. 

4. Login (2/3)

As a next step, create your administrator account, agree to the General Terms and Conditions of Use and Privacy Statement and click on „Create“.

User Registration

Welcome to the User Registration page.
After you have filled out the required fields, you will be created as an administrator user for your company.
The prerequisite for this is that your company has been registered with us.
* Fields marked with an asterisk are mandatory

Contact Details

Title:	<input type="text" value="Mr."/>	Phone Number / Extension:	<input type="text" value="3523434"/>
First Name:	<input type="text" value="Steve"/>	Fax Number / Extension:	<input type="text"/>
Last Name:	<input type="text" value="Brown"/>	E-Mail:	<input type="text" value="mail@stevebrown.loc"/>
Country:	<input type="text" value="United Kingdom"/>		

Create Your Administrator Account

User:*	<input type="text"/>
Password:*	<input type="password"/>
Confirm Password:*	<input type="password"/>

Formats and Settings

Date Format:	<input type="text" value="DD.MM.YYYY"/>
Decimal Format:	<input type="text" value="1.234.567,89"/>
Time Zone:	<input type="text" value="Central Europe"/>

Data Privacy Statement

☒ Yes, I have read the [General Terms and Conditions of Use and Privacy Statement](#) , and accept the terms.

4. Login (3/3)

Your administrator account has been created.

Please continue here: [Login](#)

Please save a copy of this link for future processing.

Click on „Login“ to enter the supplier portal.

Also read through our documentation of the supplier portal which can be accessed on our homepage on the supplier platform.

Supplier Data Maintenance

Qualifications

- New
- In Process
- Submitted
- To Be Clarified

Employees

- Create Employee
- List of Employees
- Own Data

Company

- Attachments
- Company Data
- Certificates
- Measures and activities

Start Page

Find

Qualification



Thank you for your attention!