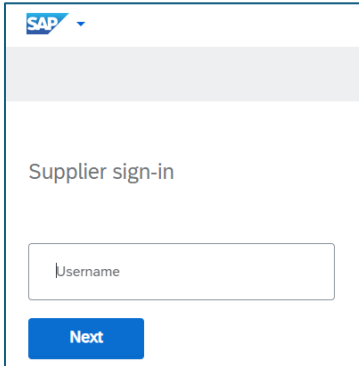
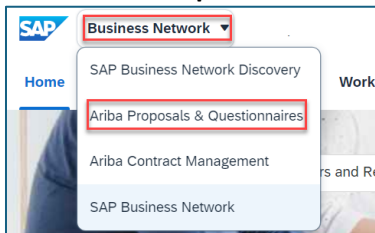


GENERAL NAVIGATION

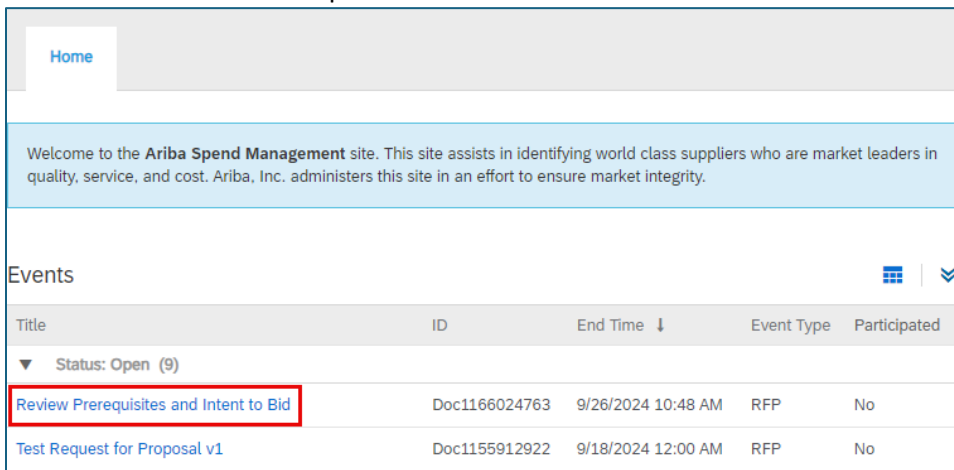
1. Log into Ariba using your username and password
 - a. Link: <https://supplier.ariba.com/>
 - b. Enter Username and password



2. Click **Business Network** next to the SAP logo in the top left corner
 - a. Select **Ariba Proposals & Questionnaires**



3. Within the Events section, locate the impacted event within the **'Status: Open'** folder.
 - a. Click on the link to open the Event.



Title	ID	End Time ↓	Event Type	Participated
▼ Status: Open (9)				
Review Prerequisites and Intent to Bid	Doc1166024763	9/26/2024 10:48 AM	RFP	No
Test Request for Proposal v1	Doc1155912922	9/18/2024 12:00 AM	RFP	No

REVIEW PREREQUISITES

Prerequisites are CPChem’s Terms and Conditions of the Sourcing Event. The Supplier must accept these Terms to participate in the Sourcing Event (e.g. submit a bid proposal or response).

1. Within the **Prerequisites** section, it includes Chevron Phillips Chemical’s standard terms and conditions for participation in the Sourcing Event.

- a. Click **Review Prerequisite**

Doc1166024763 - Review Prerequisites and Intent to Bid

Round: 1 Time remaining: 89 days 23:56:27

Bid

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

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

- b. Review **Participation Requirements**

Prerequisites Doc1166024763 - Review Prerequisites and Intent to Bid

Prerequisites must be completed prior to participation in the event.

Checklist

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

Participation Requirements

Prior to participation in this Sourcing Event, Bidder must review and consent to the below. If you have any questions, ask your Company contact prior to accepting.

COMPANY RESERVES THE RIGHT TO REJECT ANY AND ALL PROPOSALS FOR ANY REASON AND TO ACCEPT OTHER THAN THE LOWEST PRICED PROPOSAL. COMPANY IS UNDER NO OBLIGATION TO DISCLOSE THE REASON FOR REJECTION OF A PROPOSAL. COMPANY ALSO RESERVES THE RIGHT TO WITHDRAW OR MODIFY THIS SOURCING EVENT AT ANY TIME BEFORE PROPOSALS ARE DUE. COMPANY WILL NOT BE LIABLE, BY REASON OF SUCH REJECTION OR WITHDRAWAL, TO ANY BIDDER SUBMITTING A PROPOSAL TO THIS SOURCING EVENT.

- c. Scroll down and click **radial** next to **I accept the terms of this agreement**

- d. Click **OK**

BY CLICKING 'ACCEPT', BIDDER CONFIRMS THAT IT HAS REVIEWED THE ABOVE TERMS, HAS HAD THE OPPORTUNITY TO ASK QUESTIONS, AND AGREES TO BE BOUND BY SUCH TERMS, WHICH SHALL SURVIVE THE CONCLUSION OF THE SOURCING EVENT.

I accept the terms of this agreement.

I do not accept the terms of this agreement.

OK Cancel

Note: If **I do not accept the terms of this agreement** is selected, you will not be able to participate in this Event.

- e. Click **OK** to submit the Agreement

✓ Submit this agreement?

Click OK to submit.

OK Cancel

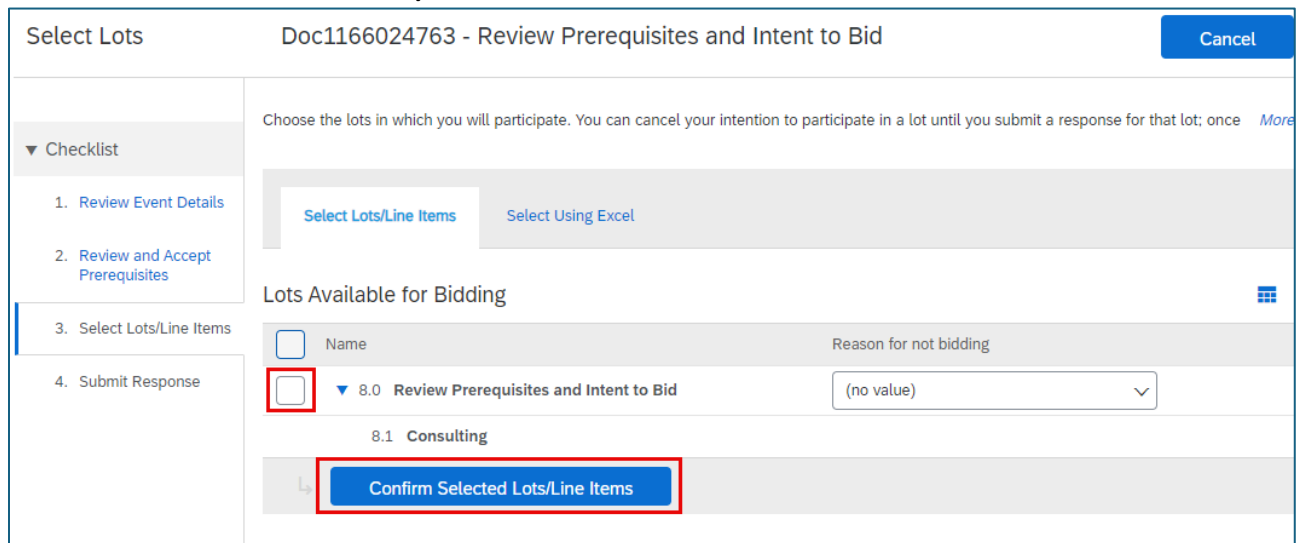
Supplier Guide: Review Prerequisites and Confirm Intent to Bid

Quick Reference Guide

SELECT LOT/LINE ITEMS

After completing the Prerequisites, **the system will automatically** move to the next step which confirms your Intent to Bid. CPChem typically requires Suppliers to submit their Intent to Bid within **2-3 days** after the receipt of the Bid Event.

1. Confirm your Intent to Bid for the available Lot/Line Items
 - a. Check **box** next to Line Item(s) that you intend to Bid
 - b. Click **Confirm Selected Lot/Line Items**



Select Lots Doc1166024763 - Review Prerequisites and Intent to Bid Cancel

Choose the lots in which you will participate. You can cancel your intention to participate in a lot until you submit a response for that lot; once [More](#)

▼ Checklist

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

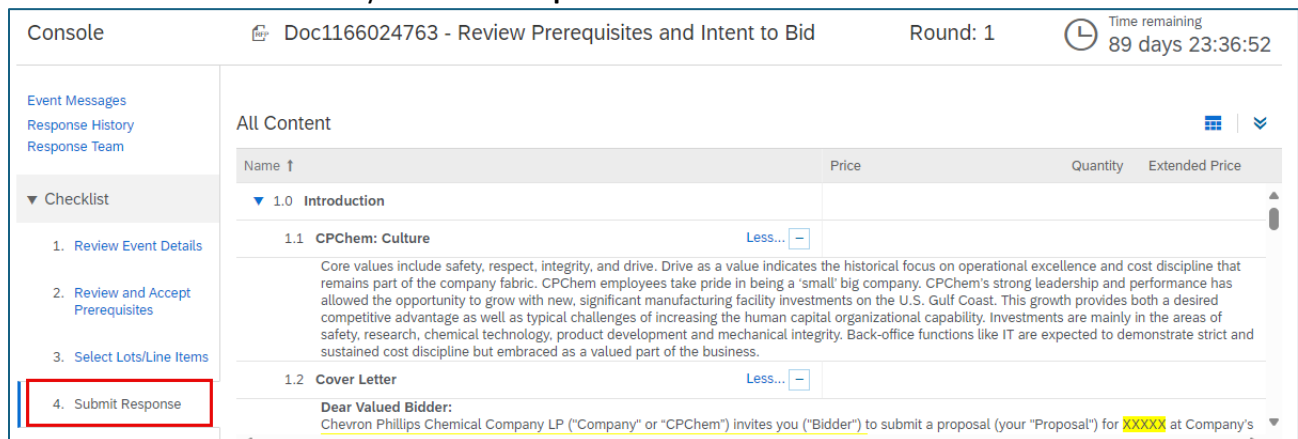
Select Lots/Line Items Select Using Excel

Lots Available for Bidding ☰

<input type="checkbox"/>	Name	Reason for not bidding
<input checked="" type="checkbox"/>	8.0 Review Prerequisites and Intent to Bid	(no value) ▾
	8.1 Consulting	

Confirm Selected Lots/Line Items

- c. The Event is now ready to **Submit Response**



Console Doc1166024763 - Review Prerequisites and Intent to Bid Round: 1 🕒 Time remaining 89 days 23:36:52

Event Messages
Response History
Response Team

▼ Checklist

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

All Content ☰ | ▾

Name ↑	Price	Quantity	Extended Price
1.0 Introduction			
1.1 CPChem: Culture Less... ▾			

1.2 Cover Letter Less... ▾

Dear Valued Bidder:
Chevron Phillips Chemical Company LP ("Company" or "CPChem") invites you ("Bidder") to submit a proposal (your "Proposal") for **XXXXX** at Company's