

Temporary Company Group

How to answer to a PPR as a member of a Supplier Group (Agent)



The screenshot shows a procurement process interface for 'ppr_7065 - Procurement Process' in a 'Running' state. A modal window titled 'Replying as an individual company or a Company grouping:' is open, displaying instructions and response options. A yellow arrow points from the 'My Response' tab in the background to the modal. A red box highlights the 'Intend To Respond' button in the top right of the main interface, and another red box highlights the 'Save' button in the modal. A third red box highlights the 'Save' button in the modal, with a blue circle '3' next to it.

Procurement Process: ppr_7065 - Procurement Process Running Decline To Respond Intend To Respond

Procurement Process Details Messages (Unread 0)

Settings Attachments (0) My Response Associated Users

Currency: EUR - Euro

1 COMMERCIAL RESPONSE (ITEMS: 1, QUESTIONS: 0)

Replying as an individual company or a Company grouping: X

Select how to manage your response to PPR, submit as Single Organization or as a Bidding Group. Replying as a Bidding Group requires further configuration, managed by clicking "Manage Bidding Group"

Select Response Type 2

Temporary Association

Consortium

My Organisation Only (No Consortium)

Cancel Save 3

- 1 A supplier can participate in a PPR not only as a single company but also as a member of a Suppliers Group. To answer as a Suppliers Group, after entering the PPR to which you have been invited, the supplier must click on «Create Response»
- 2 WeBUY will open a screen where to choose the typology of the response to the PPR:
 - Company Temporary Group
 - Consortium
 - My organization onlyTo answer as a TCG choose the option
- 3 After having choose the option «Company Temporary Group» click on «Save»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Add members to the Supplier Group (Agent)



Procurement Process: ppr_8294 - TCG_Manual Running Download Questionnaire In Excel Format Submit Response

Procurement Process Details Messages (Unread 0)

Settings Attachments (0) My Response Associated Users

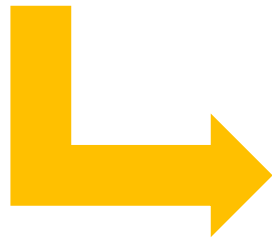
→ Your Response is not yet Submitted. To make it visible to the Buyer you must click 'Submit Response'

My Response Summary

ENVELOPE	INFO PARAMETERS	Total Price (Sections)
1. Commercial Response	Mandatory fields missing (1)	0

Replying as an individual company or a Company grouping: Temporary Association

- 1 To begin the configuration of the Supplier Group and add participant members, click on «Manage Supplier Group»



Procurement Process: ppr_8294 - TCG_Manual Running

← Bidding Group Structure

Replying as an individual company or a Company grouping: Temporary Association

Group Leader Quota (unallocated): 100%

Overall Notes (visible to Buyer)

Bidding Group Members

Add Group Member

- 2 To add members, click on «Add Group Member»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Add members to the Supplier Group (Agent)



Procurement Process: ppr_8294 - TCG_ Manual

● Running

Cancel

Save

→| ▾ Bidding Group Member

Registration Status

Registered

* Organisation Name

1

* Email

Invitation Message

1 Introduce the Organization Name and the Email of the member you want to invite to the Supplier Group for the concrete PPR. The email introduced has to be the same email the supplier used to register on WeBUY. If the supplier is not registered yet, he will not be able to participate in the Suppliers Group. He will have to register on WeBUY in order to be invited to a Company Temporary Group

2 Click on «Save»

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Retire the invitation to a member of the TCG (Agent)



webuy-gp-prep.enel.com dice

Are you sure you want to cancel the Group Member Invitation?


OK Annulla

Bidding Group Structure

Replying as an individual company or a Company Temporary Association


Overall Notes (visible to Buyer)

Bidding Group Members

ORGANISATION NAME	CONTACT INFO	INVITATION STATUS	INVITATION DATE	LEGAL REPRESENTATIVE	QUOTA (PERCENTAGE SHARE OF PARTICIPATION)	NOTES	ACTIONS
1 ZELLEENERGY	cperrone@minsait.com	Pending	07/04/2022 09.12		%		1 

Add Group Member

Bidding Group Members

ORGANISATION NAME	CONTACT INFO	INVITATION STATUS	INVITATION DATE	LEGAL REPRESENTATIVE	QUOTA (PERCENTAGE SHARE OF PARTICIPATION)	NOTES	ACTIONS
1 ZELLEENERGY	cperrone@minsait.com	Recalled	07/04/2022 09.12		%		3 4 

Add Group Member

1 After having invited a supplier to participate in the Company Temporary Group, in case of error, it is possible to retire the invitation.

To retire the invitation to a supplier, click on the icon indicated on the image of the supplier of interest

2 To confirm the action click on «ok»

Once retired the invitation is possible:

3 Eliminate the supplier from the list of suppliers invited to the TCG

4 Cancel the invitation retirement and invite the supplier once again

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Accept the invitation to a participation in a TCG (Principal)



1 Dear User,

You have been invited to participate in a Bidding Group by ZELLENERGY for the following Processo di Approvvigionamento - Richiesta di offerta on Procurement Suite ENEL

Code: ppr_2800

Title: Test ATI

Closing Date: 31 lug, 2020 - 18:00 (CET - Central Europe Time DST)

The Bidding Group leader has added the following invitation message:

If you are already a registered user in the Platform, click the following link and enter your Username and Password <https://vendoraccess-qlt.enel.com/login-it.html>

After login, to manage your invitation click on <https://webuy-prep.enel.com/esop/guest/login.do?qvu=5830528801723B92087C>

If you are not a registered user, use the following link to create a new registration <https://globalprocurement.enel.com>
Once you have your login details, return to this email alert and use the 'Invitation Quick View' link (above) to manage your Bidding Group Invitation.

WeBUY - Global Procurement

Questo messaggio e' stato generato automaticamente, la preghiamo pertanto di non rispondere a questa e-mail

- 1 At this point, WeBUY will send an email to the supplier invited to the Suppliers Group
- 2 in case the supplier is already registered on WeBUY, click on the link to access the platform;
- 3 Once entered in WeBUY, click on the link present on the mail to enter to the specific section to manage the invitation to the supplier group (it is needed to confirm the opening of a new session)
- 4 In case that the supplier invited it is not yet registered on WeBUY, click on the link to do the registration before managing the invitation to the TCG.

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Accept the Invitation to the TCG (Principal)



~ Bidding Group Invitation

Invitation Sent By 2ELLENERGY	Sent From User LEO LIDIO COSIMO
Invitation Date 16/03/2020 16:17:49	Invitation Message puoi confermare che sei l'RTI?
PPR Code ppr_1546	PPR Title RTI
Closing Date 27/03/2020 12:00:00	

1 A comment is mandatory when the invitation is Declined

Comment

1

Cancel Decline **Accept**

1 The page showed after clicking on the link allows to manage the invitation to participate in the Temporary Company Group. It is possible to see the Agent of the invitation, the date and invitation messages.

Clic on «Accept» to confirm the participation in the PPR as a member of the TCG

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Accept the invitation to a participation in a TCG (Principal)



Welcome to WeBUY 11:39 CET

Main Dashboard

Sourcing

- Projects
- RFIs
- Procurement Process
- Auctions
- My Contract
- WeBUY Noti
- MLM

Procurement Process

- My Procurement Process
- Procurement Process Open to All Suppliers
- RFQ Bidding Group Invitations

	INVITATION SENT BY	INVITATION DATE	INVITATION STATUS	PPR TITLE	PPR STATUS	PPR CLOSING DATE	RESPONSE STATUS
1	2ELLENERGY	08/05/2020 18:21:58	Pending	Test Fra Manual	Closed: To Be Evaluated	19/05/2020 18:00:00	Response Submitted
2	2ELLENERGY	16/03/2020 16:17:49	Pending	RTI	Closed: To Be Evaluated	27/03/2020 12:00:00	Response Submitted
3	LA MADONNINA S.R.L.	10/09/2020 09:38:50	Accepted	LM_Consorzio_10092020 - as is	Closed: To Be Evaluated	15/03/2022 18:00:00	Response Submitted

- 1 When the supplier enters WeBUY through the link of the email received, he will access WeBUY at the homepage. In the navigation menu on the left, click on the option «Sourcing – Procurement Process – RFQ Bidding Group Invitations» to reach the list of the PPRs to which you have been invited to participate as a member of the Supplier Group

The described functionality follows a logic also coherent with the Consortium selection

Company Temporary Group

Refuse the participation in a RTI (Principal)



▼ Bidding Group Invitation

Invitation Sent By
LA MADONNINA S.R.L.

Invitation Date
15/04/2020 12:32:58

PPR Code
ppr_1856

Closing Date
21/07/2021 11:00:00

Sent From User
Di Bitonto Biagio

Invitation Message

PPR Title
Training wave 3 aula 2 S1 PPR



1 After accepting the invitation to the Suppliers Group, it is possible to withdraw the acceptance only if the response to the PPR hasn't been sent by the main supplier of the TCG

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Configure the TCG (Agent)



Bidding Group Members

	ORGANISATION NAME	CONTACT INFO	INVITATION STATUS	INVITATION DATE	LEGAL REPRESENTATIVE	QUOTA (PERCENTAGE SHARE OF PARTICIPATION)	NOTES
1	2ELLENERGY	LIDIO COSIMO LEO	Accepted	15/04/2020 12:32		30%	



× Partner Dossier

Organisation Details

Organisation Name
2ELLENERGY

Address
VIA ITALIA

Postal Code
20882

Tax Code
LEOCML74C27C424N

- 1 After the Principal accepts the participation in the PPR as a member of the Suppliers Group, the supplier who invited them (Agent) can verify that the invitation has been accepted
- 2 Clicking on the indicated icon, the Agent can access to the Dossier Partner, which contains all the information of the TCG member

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

Configure the TCG (Agent)



Bidding Group Members Add Group Member

	ORGANISATION NAME	CONTACT INFO	INVITATION STATUS	INVITATION DATE	LEGAL REPRESENTATIVE	QUOTA (PERCENTAGE SHARE OF PARTICIPATION)	NOTES
1	2ELLENERGY	LIDIO COSIMO LEO	Accepted	15/04/2020 12:32		0%	

Once the partner supplier has accepted the invitation for the TCG, it is necessary to define the % of participation:

1 Click on the list of Principals to the TCG and click on the supplier of interest

2 Include the % of participation

3 It is possible to include the legal representative of the partner supplier and some notes or comments

4 Click on «Save»

The described functionality follows a logic also coherent with the Consortium selection



Bidding Group Member Recall Save Cancel

Registration Status: Registered Supplier (Accepted)

Organisation Name: Seller Prep 1 2

Email: rsemerari@aggaer.com

Invitation Message:

Fiscal Code: 06341981006

VAT Number (Please enter N/A if not applicable): 06341981006

Address: via milano 3

Quota (percentage share of participation): 0 4

Legal Representative:

Notes:

Comment

Temporary Company Group

Configure the TCG (Agent)



← Bidding Group Structure

Replying as an individual company or a Company grouping:
Company Temporary Group

Overall Notes (visible to Buyer)

1 Group Leader Quota (unallocated)
70%

Add Group Member

Bidding Group Members

	ORGANISATION NAME	CONTACT INFO	INVITATION STATUS	INVITATION DATE	LEGAL REPRESENTATIVE	QUOTA (PERCENTAGE SHARE OF PARTICIPATION)	NOTES
1	ZELLEENERGY	LIDIO COSIMO LEO	Accepted	15/04/2020 12:32		30%	

1 After having defined the participation percentage of the members on the Suppliers Group, the participation percentage of the leader will be automatically updated

Once the configuration of the Suppliers Group is finished, it is possible to proceed with the creation of the response



In case of further doubts about the configuration of the response to a PPR, consult the relative manual

The described functionality follows a logic also coherent with the Consortium selection

Temporary Company Group

How to answer to a multiPPR as a member of a Supplier Group (1/2)



Replying as an individual company or a Company grouping: X

i Select how to manage your response to PPR, submit as Single Organization or as a Bidding Group. Replying as a Bidding Group requires further configuration, managed by clicking "Manage Bidding Group"

Select Response Type

Temporary Association **1**

Consortium

My Organisation Only (No Consortium)

Cancel Save

1 IMPORTANT:

For Multi-lot tenders:

- **If the supplier participate to all the lots with the same TCG structure**, have to indicate that is participating as TCG within the common PPR (administrative envelope), and in the single other PPR lots (technical/commercial envelope)
- **If the supplier participate to different lots of the same tender with different TCGs** have to reply to the common PPR (administrative envelope) as «single organization», and as «TCG» to the single lots (technical/commercial envelope), identifying each time the correct Principals

